

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. Contract ID Code Cost-Plus-Fixed-Fee	Page 1 Of 33				
2. Amendment/Modification No. 0004		3. Effective Date 2009MAR06		4. Requisition/Purchase Req No. SEE SCHEDULE		5. Project No. (If applicable)			
6. Issued By U.S. ARMY CONTRACTING COMMAND AMSCC-TAC-ABGD PAUL VESELENAK (586)574-7632 WARREN, MICHIGAN 48397-5000 HTTP://CONTRACTING.TACOM.ARMY.MIL EMAIL: PAUL.VESELENAK@US.ARMY.MIL				Code W56HZV		7. Administered By (If other than Item 6) Code			
8. Name And Address Of Contractor (No., Street, City, County, State and Zip Code)				SCD		PAS		ADP PT	
				<input checked="" type="checkbox"/>		9A. Amendment Of Solicitation No. W56HZV-09-R-0089			
						9B. Dated (See Item 11) 2009JAN22			
				<input type="checkbox"/>		10A. Modification Of Contract/Order No.			
						10B. Dated (See Item 13)			
Code		Facility Code							
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS									
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input checked="" type="checkbox"/> is extended, <input type="checkbox"/> is not extended. 2009MAR17 03:00pm Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing items 8 and 15, and returning <u>2 signed</u> copies of the amendments: (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.									
12. Accounting And Appropriation Data (If required)									
13. THIS ITEM ONLY APPLIES TO MODIFICATIONS OF CONTRACTS/ORDERS It Modifies The Contract/Order No. As Described In Item 14.									
<input type="checkbox"/>		A. This Change Order is Issued Pursuant To: The Contract/Order No. In Item 10A.				The Changes Set Forth In Item 14 Are Made In			
<input type="checkbox"/>		B. The Above Numbered Contract/Order Is Modified To Reflect The Administrative Changes (such as changes in paying office, appropriation data, etc.) Set Forth In Item 14, Pursuant To The Authority of FAR 43.103(b).							
<input type="checkbox"/>		C. This Supplemental Agreement Is Entered Into Pursuant To Authority Of:							
<input type="checkbox"/>		D. Other (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the Issuing Office.									
14. Description Of Amendment/Modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) SEE SECOND PAGE FOR DESCRIPTION									
Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.									
15A. Name And Title Of Signer (Type or print)					16A. Name And Title Of Contracting Officer (Type or print)				
15B. Contractor/Offeror (Signature of person authorized to sign)			15C. Date Signed		16B. United States Of America By _____ /SIGNED/ (Signature of Contracting Officer)			16C. Date Signed	
NSN 7540-01-152-8070 PREVIOUS EDITIONS UNUSABLE					30-105-02 STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243				

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SECTION A - SUPPLEMENTAL INFORMATION

1. This Amendment 0004 extends the due date for proposals under this Solicitation W56HZV-09-R-0089 to 3:00 PM (local time) on March 17, 2009.

2. The following changes are made in the solicitation:

a. Section C:

(1) C.3.1.6

Section C.3.1.6 is revised to delete the references that Cost Reports shall be required for all CLINs within a task order and to state instead that Cost Reports may be required under individual task orders.

(2) C.3.1.16

Section C.3.1.16 is revised to delete requirements that offerors shall have Non-Disclosure Agreements in writing for the first five task orders (0001 through 0005) with all team members and subcontractors at time of contract award and to state instead that individual task orders may require proof of Non-Disclosure Agreements.

(3) C.7.2

Section C.7.2 is revised to delete the statement regarding who owns all the property on task orders, how that property will be marked and to also delete the references to who will not be able to get data without specific approval of the Contracting Officer.

b. Section H:

(1) H.3

Section H.3 is revised to list that the order of precedence for technical requirements will first include contract clauses, then Section L (Instruction to Offerors) which is followed by Section C, Task Order Requirements, Section H (Special Provisions) and Section E (Inspection and Acceptance). Previously Section L was not referenced in the order of precedence.

c. Section L:

(1) L.2.1

Section L.2.1 is revised to delete the reference to the incorrect method of proposal submission previously listed in L.1.1 which was deleted in previous Solicitation Amendment 0002.

(2) L.3.3.2.6.1

Section L.3.3.2.6.1 is revised to cite that Task Order 0001 (Attachment 0001 in Section J) involves the fabrication of a launcher and and not just providing components for the launcher.

(3) L-15 (219-4005)

Section L-15 (219-4005) entitled "Submission of Subcontracting Plan" is revised to delete the references that offerors do not have to submit required Small Business Subcontracting Plans until 5 days after being requested to do so by the Contracting Officer. Offers who are required to submit Small Business Subcontracting Plans, in accordance with Section L.3.2(g) and FAR 52.219-9, must submit such plans with their offer. This section, re-numbered on this Amendment 0004 as Section L-1, replaces Section L-15 on the original solicitation.

d. Section J:

(1) Attachment 0005 (Task Order 0005):

A revised version of Sample Task Order 0005 is provided under this Amendment 0004 which replaces the previous Attachment 0005 (Task Order 0005) on the original solicitation. This revised Sample Task Order 0005 deletes the previous references to 100 drawings, among other changes.

3. All other terms and conditions of Solicitation W56HZV-09-R-0089, as previously amended, remain unchanged.

*** END OF NARRATIVE A0004 ***

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SECTION C - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

C.1 INTRODUCTION

The U.S. Army Tank Automotive Research Development and Engineering Center (TARDEC) is the Department of Defenses Full Life Cycle engineering support provider for all manned and unmanned ground vehicle systems. TARDECs mission includes working with Life Cycle Management Command (LCMC) and Training and Doctrine Command (TRADOC) stakeholders to maintain a strong advanced science and technology base in order to address the war fighters needs with innovative capabilities. This is accomplished by optimizing and integrating LCMC product development processes, building and maintaining internal technical competencies, and leveraging the best technologies, processes and workforce that Government, industry, and academia have to offer. TARDEC also provides full service engineering and integration support to the acquisition community for all stages of the product life cycle from cradle to grave including systems integration, systems engineering, technology insertion, corrective action, technology innovations, and demonstrations and maturations for platforms, complex subsystems, and individual components.

This Statement of Work (SOW) defines the scope of the TARDEC Omnibus Contract which establishes and defines the requirements for contractor efforts to provide TARDEC with additional resources to augment its in-house capability across the entire product acquisition lifecycle. TARDEC is in an aggressive state of transformation and it has taken the lead in technology and management innovation, allowing us to react quickly to urgent theater issues.

C.1.1 Goals and Objective

The Governments intent for this acquisition is the award of multiple award contracts to a cadre of best qualified contractors possessing the business practices and technical capabilities which help TARDEC meet (or exceed) partner and customer requirements. The Governments intent is for prime contractors to pursue opportunities with non-traditional contractors having subject matter experts with demonstrated expertise in novel and innovative design, advanced automotive engineering, prototyping, and manufacturing expertise in military, specialty, and performance vehicles (e.g., motor sports) to support TARDEC in various technology areas (e.g. military automotive and technology). TARDECs focus is on its core business processes, systems engineering and integration functions, and areas of technical responsibility which include Power and Mobility, Survivability, Intelligent Ground Systems, Vehicle Electronics and Architecture, Force Projection, and System Software. TARDECs business process revolves around Strategic Planning, Capturing and Vetting Requirements; Program Analysis and Evaluation (Portfolio Management); Program Development; Technical Program Planning and Execution; Technology Transition; Human Capital Management; Strategic Transformation; Laboratory Management; Systems Engineering and Integration. TARDECs objective is to establish long-term, competitively awarded contract vehicles which reflect a qualified stable of contractors and to support and enhance our ability to develop and improve vehicle and system protection and performance.

C.1.2 Use by Other Organizations.

This contract may be used to support other Department of Defense activities; these organizations must first obtain written approval from TARDEC before its use is authorized. Hereinafter, reference made to TARDEC shall also include the aforementioned organizations when appropriate.

C.1.3 This document incorporates the details needed for a response to individual Task Orders. The prime Contractor may disseminate some of the Task Orders, or portions thereof, to selected subcontractors based upon their areas of expertise. The objectives and requirements identified in this scope of work are described in general terms. Each Task Order shall specifically address task requirements, project scheduling, cost or fixed price basis, and other related performance criteria.

C.1.4 All work under this contract shall be performed to the extent authorized by individual Task Orders issued by the Contracting Officer.

C.1.5 The Contractor, as an independent contractor, and not as an agent of the Government, shall provide all necessary labor, materials, supplies, services, facilities and equipment to perform specific work required by individual Task Order unless otherwise specified in the Task Order.

C.2 REFERENCES AND APPLICABLE DOCUMENTS

The Contractor will be provided a listing of Government and/or industry specifications, standards, and other references necessary for the performance of each individual task order.

Listed below are Government and/or industry specifications which may apply to individual task orders.

CJCSI3170.01F	Joint Capabilities Integration and Development System
DoDD 5000.1	Defense Acquisition
DoD Manual 5200.1	Acquisition Systems Protection Program
DoDD 5200.1	DoD Information Security Program
DoDD 5200.39	Security, Intelligence, and Counterintelligence Support to Acquisition Program Protection
DoD 5220.22-M	National Industrial Security Program Operating Manual
DoDD 5230.24	Distribution Statements on Technical Documents
DoDD 5230.25	Withholding Unclassified Technical Data from Public Disclosure
DODI 1322.26	Development, Management and Delivery of Distributed Learning
NAS411	Hazardous Materials Management Program

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MIL-STD-882	Military Standard, System Safety Program Requirements
AR 25-2	Information Assurance
AR 70-1	Army Acquisition Policy
AR 70-75	Survivability of Army Personnel and Material
ISO 12207:2008	Software Life Cycle Processes
ISO/IEC 15288:2008	Software and Systems Engineering Standard
MIL HNDBK 61A	Configuration Management Guide
MIL HNDBK 781A	Reliability Test Methods, Plans, and Environments for Engineering, Development, Qualification, and Production
MIL-HDBK-61	Configuration Management Guidance
ANSI/EIA 649	National Consensus Standard for Configuration Management
	Earned Value Management Implementation Guide
ANSI/EIA 748 B	Earned Value Management Systems
AR 380-381	Special Access Program (SAPS) and Sensitive Activities

C.3 REQUIREMENTS

C.3.1 Task Order Management

The Contractor shall provide all materials and services required to efficiently and effectively manage the accomplishment of Task Order tasking. The Contractor shall establish a single management focal point and maintain a supporting program management system tailored to accomplishing the administrative, management, technical, and financial requirements of the tasks associated with each Task Order. The Contractor shall produce a program management plan (DI-MGMT-80347, DI-FNCL-80912, and DI-FNCL-80919) to include milestone charts, resource allocation, and estimated man-hours required for each Task Order. Delivery requirements will be as required by CDRL.

C.3.1.1 Subcontractor Management

The Contractor may subcontract with other companies to establish a strong technical capability to meet diverse Task Order requirements. The prime Contractor shall be held fully responsible for all aspects of Task Order performance and oversight, regardless of any arrangement between the prime and its proposed subcontractors.

C.3.1.2 Task Order Tracking and Reporting

Progress reports shall be submitted on a monthly basis for each Task Order unless otherwise specified within the Task Order. This report shall cover all program activities for the period and shall provide a forecast of work to be accomplished during the upcoming month. This report shall include status and progress towards all open milestones that are active or scheduled to become active according to each individual order's delivery schedule. The Contractor shall identify actions being taken to correct all schedule deficiencies. All changes from previous reports shall be highlighted and explained. Additionally, the Contractor shall provide an integrated program schedule in the initial Monthly Status Report for each Task Order no later than thirty days after receipt of the Task Order. This schedule shall be prepared in accordance with guidance from the Contracting Officer's Representative (COR) and shall be representative of the schedule set forth by the Task Order Program Management Plan. Examples of planning/scheduling methods include: Program Evaluation Review Techniques (PERT) and Critical Path Methods (CPM). The primary objective of the scheduling activity shall be to develop a creditable, achievable, and properly time phased effort. The schedule shall include the Contractor's tasks, schedules, milestones, and criteria for acceptable accomplishment of each milestone. The program schedule shall include all milestones for developing the Systems Engineering Master Schedule (SEMS), if applicable. The Task Order Program Schedule and any updates or modifications to the SEMS and/or Master Program Schedule shall be included in Monthly Status Reports. The Contractor shall report any problems requiring immediate action by the Government using the most expeditious means (telecom, e-mail, or letter) as soon as they are identified and shall document the problem in the Monthly Status Report. The Monthly Status Reports shall include the status of contract deliverables, including the preparation of engineering data.

C.3.1.3 Task Order Preparation

In the event the contractor assists in the preparation of Task Orders, the contractor shall comply with the requirements of FAR 9.5, entitled Organizational and Consultant Conflicts of Interests to ensure compliance on development and design contractors is met. Failure to comply may result in the contractor not being able to compete on the task order.

C.3.1.4 Kick Off Meetings

Kick-Off meetings may be required if identified in the individual task order. The Contactor shall prepare the agenda and provide meeting minutes for review and approval as specified in the individual Task Order.

C.3.1.5 Other Meetings

The Contractor shall attend, participate, arrange, and/or conduct meetings when required by individual Task Order. The Contractor may be required to prepare agendas and meeting minutes for review and approval as specified in the individual Task Order.

C.3.1.6 Cost Reports

The Contractor shall prepare and submit cost reports, if required under individual task orders. If cost reports are required the specific CDRL in Section J that these reports are being submitted under will be referenced along with any other report requirements such as: who the reports will be submitted to, in what format, the frequency of submission and the cost data that will be provided.

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C.3.1.7 Design Reviews /Audits

To the extent possible the Contractor shall plan/manage reviews/audits in accordance with industry standards. The following are examples of such reviews/audits: System Requirements Review (SRR), System Design Review (SDR), Software Specification Review (SSR), Preliminary Design Review (PDR), Critical Design Review (CDR), Test Readiness Review (TRR), and Functional Configuration Audit/Physical Configuration Audit (FCA/PCA).

C.3.1.8 Technical Meetings

The Contractor shall conduct and/or support Technical Meetings as required by individual Task Order. The Contractor shall prepare agendas, meeting minutes, briefing materials, and track/complete Action Items as directed by the COR.

C.3.1.9 Other Reports, Documentation and Analyses

The Contractor may be required to prepare other reports, documentation or analyses as detailed in the individual Task Order.

C.3.1.10 Final Report

As required by the individual Task Orders issued, the Contractor shall prepare a final report that details the work performed, financial status, and final results of efforts performed in completion of the Task Order. The Task Order will also detail any other requirements for the contents of the final report.

C.3.1.11 Contracting Officers Representative (COR)

The COR is an individual appointed by the Procuring Contracting Officer (PCO) in accordance with DFARS 201.602-2. The Government shall evaluate the Contractors performance by appointing a Contracting Officers Representative (COR) to ensure satisfactory compliance with the Task Order. The Contractor will receive a copy of the written designation of the COR, after award of the individual Task Order, that will specify the extent of the CORs authority to act on behalf of the PCO. The COR is authorized to also utilize a Government Functional Technical Representative (FTR) for surveillance and oversight of the individual task order. The COR and FTR may perform periodic quality conformance inspections, to include the Contractors quality control program, random sampling, surveys and receipt of customer complaints from Government personnel.

C.3.1.12 Use of Advanced Collaboration Environment (ACE)

It is the Government's intention to utilize ACE to the greatest degree possible. Therefore, the Contractor may be required to communicate with the Government utilizing the ACE to manage and facilitate all collaboration and information sharing for programmatic, business process, and technical data under all Task Orders issued. Types of information that may be processed and maintained by the ACE include program documents / reports, program management data, meeting related information, model and simulation / analysis data, product data /Technical Data Packages (TDP), pertinent manufacturing information and test data in accordance with the programs classification guide. The contractor shall not put any classified information or data on the ACE.

C.3.1.13 Computer Software Compatibility

The Contractor shall use computer software compatible with the hardware and software of the requiring office as specified in individual Task Orders.

C.3.1.14 Market Research/Market Investigations

The Contractor shall conduct market research / market investigation as specified in individual Task Orders. The Contractor shall prepare and conduct market investigations in accordance with the FAR, SD-5 and DoD Regulations and Policy unless otherwise specified in the Individual Task Order.

C.3.1.15 Organizational Conflict of Interest

As a condition of award of task orders, the contractors eligibility for future prime contract awards or subcontract awards may be restricted regarding any current or future TARDEC acquisitions. The contractor agrees, as specified in FAR Subpart 9.5, to outline the actions to be taken by the contractor during the performance of the task to avoid and mitigate any conflict of interest. The Contractor agrees that the Government or an authorized representative may, up to three years after acceptance of all programmatic documentation to be delivered under this task order, restrict the Contractors future participation in any resulting DOD acquisition action(s). If the Contractor demonstrates to the Contracting Officer that there may be a possible conflict of interest arising out of an existing contract with a proposed or existing task order requirement, the Contracting Officer shall take the necessary action to mitigate or avoid any possible conflict of interest.

C.3.1.16 Non-Disclosure Agreements

If required by individual task orders, the contractor shall be required to submit proof that Non-Disclosure Agreements are in place with all team members and planned subcontractors including requiring such proof prior to award of a task order, if that is determined necessary by the Contracting Officer.

C.3.2 TARDEC Lifecycle Support Phases

The contractor shall provide technical support in response to task orders for the events/functions performed and required across the integrated defense acquisition, technology, and life cycle management framework for DOD ground vehicles and support equipment.

C.3.2.1 Systems Engineering All Lifecycle Phases:

The contractor shall provide support for systems engineering and integration processes and activities which may occur in all phases of

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the acquisition lifecycle.

C.3.2.2 Concept Refinement Phase:

The contractor shall provide support for concept refinement phase specific processes and activities, including: Support technology development strategy, including review and update of science and technology information, cost, schedule and performance goals, exit criteria for tech demonstration, technology readiness level assessments, preparation of test and evaluation strategy and test plans, and applied research activities. Support lifecycle logistics functions, including training plans, manpower estimates, human system integration (HSI) strategy, repair analysis, assess for special sets/kits/tools/outfits, special test, measurement, and diagnostic equipment, hazmat impact, environmental and occupational health evaluation. Support information technology hardware/software including global information grid architecture, net-centric data sharing plans and architecture, spectrum supportability, and electromagnetic effects. Support program management activities including program reviews, milestone decision events, benefits analysis, cost estimating, industrial capability/competition analysis, and development and update of the systems engineering plan (SEP).

C.3.2.3 Technology Development Phase:

The contractor shall provide support for technology development phase specific processes and activities, including:

Support Test, Evaluation, and Demonstration activities including development of the Test and Evaluation Master Plan (TEMP), support operational assessments and live fire test and evaluation (LFT&E), component, and system level testing, advanced technology demonstrations and outcome based performance measures. Support lifecycle logistics functions including training plans, human systems integration, manpower estimates, systems support and maintenance objectives and requirements, interoperability. Support information technology (IT) and information assurance (IA) activities including net-ready key performance parameters (KPP), integrated architectures, global information grid KPPs, information support plan and IA acquisition strategy. Support DoD information technology security certification and accreditation process (DIACAP), spectrum support, electromagnetic environmental effects (E3), and C4ISP/R. Support acquisition and technology activities including acquisition strategy, system performance specification development, capability development document (CDD) development, system threat assessment, economic analysis, life cycle cost estimates, programmatic environment safety and occupational health evaluation (PESHE), and assure business modernization management program (BMMP) compliance. Support program management activities including program reviews, milestone decision events, benefits analysis, cost estimating, industrial capability/competition analysis, and development and update of the systems engineering plan (SEP).

C.3.2.4 System Development & Demonstration Phase:

The contractor shall provide support for system development & demonstration phase specific processes and activities, including: Support Test, Evaluation, and Demonstration activities including test plan preparation, Test and Evaluation Master Plan (TEMP) updates, operational assessment, Live Fire Test and Evaluation (LFT&E), developmental test and evaluation, support and interpret results of Operational Test and Evaluation (OT&E). Support lifecycle logistics activities including performance based logistics, Unique identification, training plans, human systems integration strategy, manpower estimates, interoperability, product support plan and capability, and review special kits, outfits, sets, tools, test, measurement and diagnostic equipment.

Support information technology (IT) and information assurance (IA) activities including net-ready key performance parameters (KPP), integrated architectures, global information grid KPPs, information support plan updates, metadata management; develop and evaluate IA solutions and update IA strategy, and support DITSCAP and other applicable processes, spectrum certification compliance, E3, and support net centric requirements.

Support acquisition and technology activities including prototypes/engineering development models, review and update designated science and technology information, perform technology readiness assessments, production readiness levels, manufacturing readiness levels, security classification guide, counterintelligence support plan, system threat assessment, updates to the integrated architecture and supporting views, support the type classification and materiel release processes, updates to the Capability Production Document (CPD), programmatic environment safety and occupational health evaluation (PESHE), and assure business modernization management program (BMMP) compliance. Support program management activities including program reviews, milestone decision events, benefits analysis, cost estimating, industrial capability/competition analysis, and development and update of the systems engineering plan (SEP).

C.3.2.5 Production and Deployment Phase:

The contractor shall provide support for production and deployment phase specific processes and activities, including: Support Test and Evaluation activities including Initial Operational Test and Evaluation (IOT&E) support and execution, LFT&E execution and report, high altitude electromagnetic pulse testing, and TEMP execution.

Support lifecycle logistics activities including performance based logistics, Unique identification, human systems integration, manpower estimates, interoperability certification, and review special kits, outfits, sets, tools, test, measurement and diagnostic equipment. Support information technology (IT) and information assurance (IA) activities including economic analysis for major automated information system (MAIS), Clinger-Cohen Act (CCA) compliance, net-ready key performance parameters (KPP), integrated architectures, global information grid KPPs, information support plan updates, support IA strategy and certification. Support acquisition and production activities including IOC and FRP decisions, beyond LRIP report, acquisition program baseline development, physical configuration audit (PCA), production baseline, review and update designated science and technology information, security classification guide, counterintelligence support plan, system threat assessment, support the type classification and materiel release processes, programmatic environment safety and occupational health evaluation (PESHE), and assure business modernization management program (BMMP) compliance. Support program management activities including program reviews, milestone decision events, benefits analysis, cost estimating, industrial capability/competition analysis, and development and update of the systems engineering plan (SEP).

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C.3.2.6 Operations and Support Phase:

The contractor shall provide support for operations and phase-specific processes and activities, including:

Support Test and Evaluation activities including Follow on Test and Evaluation (FOT&E) planning and execution, prepare and execute test plans for new components and systems including lab and vehicle performance and durability testing. Support lifecycle logistics activities including performance based logistics, Unique identification, technical manuals, human systems integration, and support special kits, outfits, sets, tools, test, measurement and diagnostic equipment. Support information technology (IT) and information assurance (IA) activities including monitoring of system changes to determine impact on spectrum supportability and E3, support continued life cycle compliance with the information support plan including updates for each major weapon system upgrade, interoperability requirements certification, and the information technology and national security system interoperability certification, support continued life cycle compliance with information assurance certification and accreditation, Support fielded system sustainment activities including technology insertion, systems integration, modification kit development and implementation, value engineering, Operations & Support Cost Reduction (OSCR) initiatives, resolve spare parts technical and obsolescence issues, support industrial base, qualify additional spare parts sources, investigate and resolve fielded vehicle performance, safety, and reliability issues, perform root cause analysis and failure analysis, develop, fabricate, and test solutions, develop modification work orders (MWO), update and validate Technical Data Packages (TDP)s, provide technical input and support to RESET/RECAP* programs, develop systems modernization plans. Support program management activities including program reviews, milestone decision events, benefits analysis, cost estimating, industrial capability/competition analysis, and development and update of the systems engineering plan (SEP).

*RESET is generally defined as the lowest level of repair; it returns systems and equipment to their pre-deployment operational readiness. RECAP is generally defined as the highest level of repair; it returns items to "zero hours/ zero miles condition" with enhanced capabilities. Systems are repaired to full overhaul standard and include upgrades such as installing new components with improved performance or additional testing. Program goals include extending the service life of equipment or systems, reducing operating and support costs, and improving reliability, safety and maintainability.

C.3.2.7 Demilitarization and Removal from Service.

The contractor shall support demilitarization and disposal activities as required by individual task order.

C.4 STRATEGIC PLANNING

C.4.1 Strategic Planning Activities

Strategic planning activities are performed for TARDEC processes and products across the life cycle for business and technical efforts. As directed by individual task order, the contractor shall support any strategic planning activities required to ensure that TARDECs functional business areas, people, laboratories, technical thrusts and areas of technical responsibility align to the corporate vision and mission as well as to RDECOM, TACOM LCMC, AMC, DA, and DOD.

C.4.2 Change Management

When directed by individual task order, the contractor shall provide support to enable organizational change, evaluate organizational progress towards meeting strategic goals, and support or perform continuous improvement and other change management activities including specialized leadership and change management training, workforce training for TARDEC processes, and organizational development support.

C.4.3 Strategic Internal (Corporate) and External Communication Plans

When directed by individual task order, the contractor shall support the establishment and execution of a TARDEC strategic corporate communications (internal and external) roadmap to include public affairs and outreach activities with targeted strategies designed to reach key stakeholders and customers within the Army and DoD research and development (R&D) and science and technology (S&T) communities. The contractor shall provide support to identify strategic communications opportunities, develop branding strategies and develop and maintain communication in all media formats when directed by individual task order.

C.4.4 Transformation Strategy

The contractor shall support the establishment, modification, and execution of the TARDEC Transformation strategy. This includes supporting comprehensive synchronization of all transformation activities that combine strategic planning, change management, strategic communications, continuous improvement, and quality management as directed by individual task order.

C.4.4.1 Lean Six Sigma / Continuous Improvement Strategy

The contractor shall provide support in developing and executing continuous improvement / deployment strategies. When directed by individual task order, the contractor shall provide certified Lean, Lean Six Sigma (LSS), and Design for Lean / Lean Six Sigma (DFSS/DFLSS) expertise (Black Belt and Master Black Belt) in business and manufacturing processes, as well as personnel experienced in continuous business improvement methodologies as directed by individual task order. The Contractor shall provide personnel, training, and coaching / mentoring assistance needed to support Lean, Lean Six Sigma, Design for Lean / Lean Six Sigma and other activities to include the ad hoc use of specific tools, improvement methods, or statistical methods, Design of Experiments, etc. as required whether or not in conjunction with a specific LSS /DFSS project when and where directed by Task Order.

C.4.4.2 Quality Management Strategy

The contractor shall provide support for the development and establishment of a quality management system as directed by individual task orders. TARDECs intent is to establish a quality campaign tailored to the organization using the Malcolm Baldrige Award criteria as the

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ideal standard.

C.5 Engineering and Technical Management

C.5.1 Systems Engineering & Integration

The contractor shall provide support for Systems Engineering & Integration processes and activities which may occur in all phases of the acquisition lifecycle. The contractor shall provide rigorous systems engineering and systems of systems integration and engineering support in all lifecycle phases that bring together technologies, hardware, vehicle systems, weapon systems and software into products that satisfy operational needs or user requirements. Specific inputs and outputs may vary dependant on lifecycle phase.

C.5.1.1 Design Process

The contractor shall perform functions to ensure traceability back to user defined capabilities as defined by Joint Capabilities Integration and Development System (JCIDS) process (Initial Capabilities Document /Capabilities Decision Document /Capabilities Production Document). The contractor shall provide support in the systems engineering design processes (requirements development, logical analysis, and design solution) at each level of the system / component structure and subsequently applied to lower levels of the physical architecture in each phase of the life cycle. The contractor shall ensure that requirements traceable from the user (customer) are feasible, effective, and are updated as more information is learned throughout the product / system development / lifecycle. The contractor shall develop or perform activities supporting the development and implementation of a product / system commonality strategy as determined by individual task orders.

C.5.1.1.1 Requirements Development Requirement Gathering

The contractor shall perform an iterative translation of input from stakeholders into the technical requirements and also perform analysis to identify capability gaps which require materiel solutions. The contractor shall provide support to the definition and refinement of system, subsystem, and lower level functional and performance requirements and interfaces to facilitate the design of open systems. The contractor shall provide technical or other support to market research efforts. The contractor shall provide support to the refinement of operational needs, attributes, performance parameters and translation of constraints / customer needs into performance parameter objectives / thresholds and the identification and assessment of affordability and scheduling of technical constraints. The contractor shall perform an analysis of existing commercial or non developmental items which can meet user requirements, support development of Analysis of Alternatives (AoA) in all life cycle phases, and ensure that open system architecture and principles are applied to reduce life cycle costs and development cycle time. The Contractor may be required to use DOORS or other similar software programs.

C.5.1.1.2 Logical Analysis

The contractor shall support efforts / functions required by the Government to obtain sets of logical solutions and to clarify defined requirements and their functional, behavioral, and temporal relationships. The contractor shall provide technical support to define the derived technical requirements for the system design, and allocate performance parameters / constraints. The contractor shall provide technical support to or perform functional analysis, behavioral analysis, timeline analysis, object-oriented analysis, data-flow analysis, and structured analysis. The contractor shall provide technical support required to partition a system of cohesive logical groupings into interchangeable and adaptable elements to enable ease of change and technology transparency and to mitigate risk. The contractor shall provide support required for the rigorous definition of interfaces and key system (within and with-out) interface definition, interface standards, protocols, and data interchange language and standards. The contractor shall utilize commercial standards when available and support the development of new standards which may be maintained by recognized standards organizations. The contractor shall support the development of the functional architecture which orders required functions and sequences the system tasks. The contractor shall provide technical support toward the development of a functional picture of the system which details the complete set of functions to be performed along with the relationships between the functions.

C.5.1.1.3 Design Solution

The contractor shall iteratively translate output of requirements development and logical analysis processes into alternative design solutions and support the selection of final design. The contractor may be required to perform trade studies, analysis of alternatives, and other types of data gathering activities as required by individual task order.

C.5.1.2 Realization Process

In all phases of the product life cycle, the contractor shall provide systems engineering support to develop alternative innovative design solutions, to include people, products, and process entities and related internal and external interfaces. The contractor shall assess risk and / or feasibility in achieving program specified objectives and thresholds and re-evaluating performance parameters appropriately. The contractor shall develop design or physical architecture that forms the basis for design definition documentation: specifications, baselines, and work breakdown structures / cost element structures. The contractor shall develop detailed physical architectures that allow confirmation of upward/downward requirements traceability, confirmation of interoperability and open systems performance requirements, and the demonstration of the products to satisfy the applicable acquisition phase exit criteria. The contractor shall perform and support design analysis, design modeling, and simulations.

C.5.1.2.1 Implementation

The contractor shall perform functions to identify lowest level systems in the system hierarchy which may be bought, fabricated (joined, formed, finished, etc.), reused, and coded (in the case of software). The contractor shall support the development and improvement of manufacturing systems using the technical and management processes; this includes support for producability and manufacturability

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assessment and improvement related activities. The contractor shall identify all implementation process constraints imposed on the design solution process. The contractor shall prepare system element(s) for integration, verification and validation which includes testing and support of appropriate reviews and reporting. The contractor shall also include development and consideration for packaging, handling and storage dependant on system and higher level assembly. The contractor shall provide for the development of supporting documentation for system elements (operations, maintenance, and installation manuals).

C.5.1.2.2 Integration

The contractor shall perform functions to support the incorporation of lower level elements into higher level systems in the physical architecture. The contractor shall identify and assess constraints that the integration processes, including assembly sequencing, fixtures, hardware and compilers (software), may impose on the design solution. The contractor shall utilize the technical management processes. The contractor shall perform support functions to enable the incorporation of the final system into its operational environment and defined external interfaces. The contractor shall support the assessment of interface management activities.

C.5.1.2.3 Verification

The contractor shall provide support to develop and maintain documentation used to assess if the system element was built correctly (per the design-to or build-to specifications) including performance of Reliability/Availability/Maintainability Analysis. The contractor shall perform or support the testing of system elements against defined requirements. The contractor shall conduct or support verification events and tests for the system elements and interfaces from lowest level to total system to ensure conformance to build-to specifications. The contractor shall generate and maintain evidence to confirm that system elements at each hierarchy level meet the build-to specifications. The contractor shall ensure that materials used in the system solution can be used safely and in an environmentally compliant manner. The contractor shall perform or support Analysis of Alternatives, physical examination, demonstration, testing, and modeling and simulation.

C.5.1.2.4 Validation

The contractor shall provide support to develop and maintain documentation used to assess if the correct system / element was built. The contractor shall evaluate performance of systems and system components with intended operational environment, potential operators, and users. The contractor shall support events and requirements which may include the development or testing of prototypes, simulations, mock-ups of the system and modeling or simulation of the systems intended operational environment.

C.5.1.2.5 Transition

The contractor shall support or perform functions which transition the events of the design / realization process to the system element to the next level in the physical architecture or to the user, dependant upon the life-cycle phase. The contractor shall support the installation at the operator / user site.

C.5.2 Program Management

The Contractor shall perform Systems Engineering and Integration functions as well as systems engineering technical management functions. The contractor shall provide support for technical Management processes to manage the technology development of the system increments including supporting and enabling systems across the acquisition life cycle phases.

C.5.2.1 Risk Management

The contractor shall perform functions to ensure program cost/schedule/performance objectives are achieved across the lifecycle. The contractor shall communicate progress to stakeholders as well as support the process for uncovering, determination of scope and management of program risks. All persons performing functions related to risk management will be aware of their responsibility for identifying program risks. The contractor shall perform / support risk modeling, risk identification, risk analysis, risk mitigation planning, risk mitigation planning implementation and risk tracking efforts. The Contractor may be directed to utilize a specific risk management process as defined in individual task orders.

C.5.2.2 Decision Analysis

The contractor shall support the selection of evaluation and decision criteria and methods including analysis of alternatives, cost analysis, trade studies, modeling and simulation, supportability analysis, level of repair analysis, post fielding support analysis and repair vs. discard analysis. The contractor shall augment these studies with virtual and /or physical prototypes. The contractor shall establish space weight performance and cost criteria for evaluation.

C.5.2.3 Data Management

C.5.2.3.1 The contractor shall support configuration management activities, the development and management of technical data, computer software documentation, management information, facts/figures/numbers/datum of any kind, communication, storage, and processing in order to create the information required by contract agreement for access by the Government. The contractor shall generate and use data to create insight and provide management guidance to systems development programs.

C.5.2.3.2 Computer Aided Design Data Format and Submission

When directed by individual task order the Contractor shall: provide design and Computer Aided drafting (CAD) (level I, II or III Technical Data Package-TDP) in accordance with ASME Y14.100, ASME Y14.5M and Y14.41, prepare and deliver as specified in the task order the Kit, Installation Instructions, Control Drawings, Interface Control Drawing (ICD), units of measure, Markings and Distribution Statements and create animations that illustrate the concepts functionality and capabilities as specified in the Task Order. The engineering drawing package for each project shall contain all of the drawings in format specified in the task order, which include

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Ordnance Part Numbers and Engineering Release Record (ERR) number that are needed to define the physical characteristics, performance requirements, and locations of all items for the work project as set forth in individual Task Orders. The file name for each drawing shall contain the Cage Code and ordnance part number combine with an underscore (example: 19207_XXXXXXX) in accordance to individual Task Orders. When directed by individual task orders, the contractor shall prepare and deliver the drawings and models necessary for individual parts and assemblies. This may be accomplished by Reverse Engineering or by 3D scanning. The detail of the drawings produced shall be adequate to permit the fabrication, manufacture, or procurement, and installation of each component of the project. The contractor shall be required to develop 2-D and 3D solid model Computer Aided designs as specified in the Task Order. The drawings shall be delivered in dxf, dwg, pdf and native formats, and the contract TDP deliverables for systems and subsystems shall have detailed product structure as guided by FMTV Drawing and Modeling Best Practices Rev B.pdf or as required by task order.

C.5.2.4 Requirements Management

The contractor shall support requirements management functions, document all changes to requirements, and record rationales for changes.

C.5.2.5 Interface Control / Management

The contractor shall implement interface controls per MIL HDBK-61 / EIA 649 or equivalent commercial practices. The contractor shall ensure interface definition and compliance among system elements as well as interacting and interoperating systems. The contractor shall ensure all internal and external requirement changes are properly documented in accordance with a configuration management plan and communicated to all affected configuration items. This includes functional and physical interfaces to external or higher-level and interacting systems, platforms, and/or products in quantitative terms (include open systems approach). Functional and physical interfaces would include mechanical, electrical, thermal, data, control, procedural, and other interactions. Interfaces may also be considered from an internal/external perspective. Internal interfaces are those that address elements inside the boundaries established for the system addressed.

C.5.2.6 Technical Planning

The contractor shall develop and support development to assess the scale and scope of the technical effort required to develop the system.

C.5.2.7 Technical Assessment

The contractor shall support efforts to measure progress of the technical effort and effectiveness of plans and requirements. The contractor shall support formal technical reviews to confirm completion of requirements to meet exit criteria. The contractor shall identify all deficiencies and anomalies in design and follow up with corrective actions.

C.5.2.8 Configuration Management

The contractor shall support the establishment and maintenance/continuity of product attributes with its requirements and product configuration information. The contractor shall interact with Government and contractor program functions of systems engineering, design engineering, logistics, contracting, and manufacturing as Integrated Product Teams (IPT) members. The contractor shall facilitate the design of open systems and ensure a complete audit trail of decisions and design modifications per MIL HDBK-61 / EIA 649 or equivalent commercial practices.

C.5.3 Software

C.5.3.1 Mission Critical Computer Resources (MCCR)

The contractor shall utilize IEEE/EIA 12207 for all software development activities necessary to meet the Information Assurance Verification (IAV) performance specifications. The contractor shall develop, control and maintain all activities and documentation associated with ISO 12207. The software Life Cycle activities shall include: Process Implementation, System Requirements Analysis, System Architectural Design, software Requirements Analysis, software Architectural Design, software Detailed Design, software Coding and Testing, software Integration, software Qualification Testing, software Installation, software Acceptance Support, Use of OTS products, software Requirements Specification, software Development Files (SDFs), software Trouble Reporting, software Structure, software Languages, software Transition Plan, software Engineering Environment, software Metrics, software Metrics Report Deliverables, software Rights/Licenses/Maintenance Agreements, software Delivery Process Procedure, and software Corrective Action Processes as directed by individual task order.

C.5.3.2 Software Support.

The contractor shall provide production software support and function as the software support activity. The contractor shall follow the standards IAW IEEE/EIA 12207.0 to maintain and upgrade Mission Critical Computer Resources (MCCR). The Contractor shall perform all software maintenance and support activities including: resolution of software defects associated with system software requirements and user interfaces, software engineering activities, software baseline repository and control, System software upgrades- replication, distribution, installation, and training. The contractor shall use Commercial Off the Shelf (COTS) products as required including license and maintenance.

C.5.3.3 Software quality and management indicators

Software quality and management indicators to be applied as directed by individual task order may include: Requirements Definition and Stability, software Progress, Computer Resource Utilization, Trouble Reporting, Test Coverage and software Development Manpower.

C.5.4 Usage and Development of Collaborative Data Environments

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The Contractor shall provide support to TARDECs Advanced Collaborative Environment (ACE). The Contractor shall be required to have the capability to support ACE and utilize Windchill Applications as this is the backbone of TARDECs Advanced Collaborative Environment and Product Data Configuration Management System.

C.5.5 Surge Support

The contractor shall support surge needs and requirements as directed by individual task order. The contractor shall provide technical expertise, analyses, management support, project engineering, logistical analysis and support, conceptual and detail design, design and fabrication of prototypes, demonstrators, advanced concept technology demonstrators and advanced technology demonstrators; and identify and support transformational technologies and collaborative efforts for ground vehicles and other platforms. The contractor shall conduct research, development, and engineering support for relevant functional areas of current or emerging technologies and research. Specific surge areas include technology and vehicle concept analysis, trade studies, laboratory and test equipment, and support staffing, identification of the best technical solutions among a set of proposed viable solutions, requirements analysis, analysis of user requirements and identification of vehicle components/subsystems/systems that correctly address the requirements, technology survey and assessments and identification and assessment of the capabilities of both existing and future technologies that are applicable for the vehicle concept being studied, CAD Concept Modeling, and develop a 3-D solid model Computer Aided Design (CAD) for engineering concept analysis as required by individual task order.

C.6 TARDEC ENTERPRISE MANAGEMENT

When directed by individual task order, the contractor shall provide support in the activities that make up enterprise management and in the execution of the enterprise strategic plans. This includes support for workforce (people), processes, tools, laboratory management and operations, and technical activities across the TARDEC enterprise that support the planning, management, and execution of programs.

C.6.1 Enterprise Surge Support

The contractor shall support surge requirements / needs for the enterprise functions such as human capital management, developing and maintaining collaborative environments / mechanisms, laboratory management and operations, facilities management, quality process development and management, continuous improvement, portfolio management, technology transition, life cycle data management, enterprise corporate communications, and outreach as directed by individual task order.

C.6.2 Business Process Development, Maintenance, and Continuous Improvement

The contractor shall provide support to develop, maintain, and synchronize TARDECs core business processes. When directed by individual task order, the contractor shall support the enterprise level annual business cycle through the Strategic Planning Process, Identification and Prioritization of critical Enterprise needs, Program Analysis and Evaluation (Portfolio Management), Program Development, Technical Program Planning and Execution, Technology Transition, Human Capital Management, Strategic Transformation, and Laboratory Management; and shall provide Systems Engineering to the LCMC.

C.6.3 Enterprise Quality Management

The contractor shall provide support to develop, implement, and manage the Enterprise Quality management plan, establish and maintain a Quality Management System and track and measure progress and provide reports as directed by individual task order.

C.6.4 Human Capital Management

The Contractor shall provide personnel capable of assisting in the development, management, and execution of the Strategic Workforce Development Plan where permissible by law and regulation as directed by individual task order.

C.6.5 Ground System Domain Management

The contractor shall provide support for TARDECs role as the Ground Systems Domain Lead. When directed by task order, the contractor shall provide support to portfolio management, organizational interface management, and establishment of domain processes.

C.6.6 Technology Transition Management

The contractor shall support the development and execution of technology transition plans as directed by individual task order.

C.6.7 Portfolio Management

The contractor shall support portfolio management functions to include developing and maintaining the cyclical processes to update data, providing analysis, forecasting, and reporting, providing expertise to request and gather input data, performing investment strategy trade studies, running and improving portfolio management analysis software, and communicating to all levels of leadership as directed by individual task order.

C.6.8 Management of the Annual Operating Cycle

The contractor shall support creating and managing annual operating cycles. The contractor shall perform activities to coordinate interface points of cooperative strategic planning, prioritization, portfolio management, program development, and budget development across the LCMC and its partners as well as other DA entities as directed by individual task orders.

C.6.9 Information Technology (IT) Management / Information Assurance (IA) Management

C.6.9.1 Information Technology Management

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The Contractor shall support the following as directed by individual task order, to include developing strategy for Information Technologies (IT) initiatives / projects in accordance with the organizations needs, developing training plans and materials to strengthen workforce IT knowledge, skills and abilities, supporting strategic planning for enterprise level IT services, development and implementation of business processes, performing analysis and recommending improvements to IT solutions for business processes, and supporting IT performance metrics. The Contractor shall support Information Assurance (IA) related actions, development of system certification and accreditation documentation, and announced and unannounced IA assessments.

C.6.9.2 Information Technology Support

The Contractor shall support the acquisition and maintenance of hardware/software and related licensing activities, development and maintenance of Standard Operating Procedures for the integration of IT resources into business processes, development of policy/training for hardware and software inventories maintenance and equipment handling including sanitization of media, hardware and software technical support, audio and video conferencing, and any electronic collaboration activities.

C.6.10 Laboratory Support

C.6.10.1 Infrastructure, Laboratories, and Equipment Support

The contractor shall provide support for infrastructure and utilization for laboratories. The contractor shall provide support for laboratory master planning activities as well as space allocation, design for architectural construction and architectural projects, and equipment installation; and general, special, or emergency events support as directed by task orders.

C.6.10.2 Laboratory maintenance / Technical Support

The contractor shall operate and perform preventive maintenance, repair, and replacement for all TARDEC shop / prototype / industrial / laboratory type equipment to include purchase, operation, and maintenance of specialty equipment used for research, design, and prototype activities. This includes support for all hand receipted or durable equipment items as directed by task order.

C.6.11 Strategic Corporate Communications

When directed by individual task order, the Contractor shall support the following: development of TARDEC internal and external corporate communications, public affairs, and outreach activities; development of branding strategies; development and maintenance of internet web sites, streaming media, webinars, podcasts, technical writing, and direct outreach strategies; comprehensive public affairs programs including media & community relations components, recruitment activities, outreach initiatives, tradeshow and other events; development of periodic reports and publications which may include electronic magazines, informational videos, and multimedia platforms; establishment, implementation, and management of communication performance metrics; and organizing and arranging conferences, workshops and other collaborative communication venues as directed by individual task order.

C.7 SECURITY

C.7.1 Information Security

The Contractor shall secure information in accordance with DoDD 5220.22-M. If a task requires a security clearance, then a contract security classification specification, DD Form 254, shall accompany that particular task order. The Contractor shall provide working level personnel and management with the appropriate levels of security clearance (at least a Secret security clearance) necessary to perform classified tasks.

C.7.2 Personnel Security

All Contractor personnel must maintain a favorable background investigation before accessing TARDEC databases and Local Area Network in accordance with Army Regulation AR 25-2 and AR 380-67. The Contractor shall have access to the Government data for the accomplishment of work under this agreement. Contractors shall conform to all Security requirements as specified in each task order and detailed in the DD Form 254 (if required). A separate DD254 is required for all task orders involving access to classified information. Internet site <http://www.classmgmt.com> contains a complete booklet with instructions on how to prepare and submit a DD254. Prior to starting work on the contract, Defense Investigative Service must determine the eligibility of Contractor personnel and grant them access to the highest level of classified information covered by the task order. Contact your respective company Facility Security Officer (FSO) or the Government G-2, TACOM LCMC for assistance in initiating action to receive a security clearance. For assistance with the DD254, contact G2, TACOM LCMC or 4-6262

C.7.3 Laboratory Security Support

When directed by individual task orders, the Contractor shall: provide the analysis of security data in support of test and evaluation, develop security plans and security program management, develop and maintain the Automated Information System (AIS) accreditation System Security Plan (SSP) and the Information Management Support Plan, and assist in the analysis of security regulations and security data in support of test and evaluation.

C.7.4 Special Program Office Security Support

When directed by individual task orders, the Contractor shall: provide the Special Program Office (SPO) Program Security Officer analysis of security data in support of test and evaluation, develop security plans and security program management, develop and maintain the Automated Information System (AIS) accreditation System Security Plan (SSP) and the Information Management Support Plan, assist the SPO Program Security Officer in analysis of security regulations and security data in support of test and evaluation, development of security plans and security program management, and develop and implement the security plan to control removal of lower

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classified data from a higher classified computer system to be used on a lower classified computer system.

C.7.4.1 Security Requirements Responsibility

The contractor shall have access to Government-owned or operated automated computer systems, networks and databases. Therefore, the contractor must have a security investigation, and appoint a person to be responsible for coordination and completion of the investigation. This position will require an individual who is a U.S. citizen with a minimum of a final NACLIC, ANACI or SSBI within 5 years' scope conducted by the Defense Security Services (DSS) and Office Personnel Management (OPM)/Defense Investigative Services Clearance Office (DISCO). Specifically NAC, ENAC and NACI are not valid clearance levels for this program. Individuals must also receive and certify to an Information Systems Security briefing and be SAR program indoctrinated.

C.7.5 Contractor Facility Clearances

The Contractor shall have a Facility Clearance if required by individual task order.

C.8 FACILITIES, LABORATORIES and EQUIPMENT

C.8.1 Government Property

All Government Furnished Equipment (GFE), Government Furnished information (GFI), Government Furnished software (GFS), and Government Furnished Material (GFM) shall be utilized by the Contractor as specified by Task Order; or as approved by the Government subsequent to a Contractor request. All GFE, GFS, and GFM shall be returned to the Government upon completion of the assigned Task Order.

C.8.2 Government Facilities

All Contractor personnel shall comply with TACOM LCMC/TARDEC requirements for vehicle decals and personnel identification badges before being allowed access to facilities as appropriate to accomplish tasks outlined within each Task Order.

C.8.3 Government Furnished Equipment, Software, Materials, and Property at TARDEC

In the event that a Contractor is performing work under an awarded task order here at TARDEC in Warren, Michigan, facilities and equipment will be made available, as appropriate, by the Contracting Officer's Representative in order to successfully complete a task.

C.8.4 Government Furnished Equipment, Software, Materials, and Property in design, execution, and testing

Whenever possible, practical, and economically justified, available Government equipment, software, materials, and facilities shall be incorporated in project design, execution, and testing. Individual Task Orders shall specify Government Furnished Equipment (GFE), Government Furnished Software (GFS), Government Furnished Material (GFM), and Government Furnished Property (GFP), if any, to be provided to the Contractor for a given effort. The Contractor shall identify any additional requirements on a task order basis. The contractor shall ensure that any and all uses of such Government facilities and equipment are directly related to the discrete tasks in the task order. The Contractor shall confirm the condition of all equipment and return the same at the conclusion of the effort.

C.9 Travel Requirements

In conjunction with required engineering services, the Contractor may be required to travel as directed by task order to observe or conduct tests, ensure compatibility of configuration changes and other integration services, and furnish guidance to operational and maintenance personnel regarding the techniques of product/system modifications. Contractor personnel shall attend project meetings, present papers and attend technical conferences as required by individual task order. The number of trips and types of personnel shall be limited to the minimum required to accomplish work requirements. The Government COR must authorize all travel in advance. Authorized travel shall be payable as a direct cost. Vouchers for reimbursement of travel must be included with the monthly invoice and approved by the COR prior to submittal for payment. There will be no reimbursement for local travel in and around the Contractors place of performance at TARDEC (within a 50 mile radius). The Contractor shall provide a written certification, prior to travel, that sufficient funds are available on the travel CLIN to complete the travel. Air travel will be accomplished on regularly scheduled commercial flights in the most economical manner consistent with the successful accomplishment of the mission. Reimbursement for the cost of lodging and incidental expenses will be considered to be reasonable and allowable to the extent that costs submitted for reimbursement do not exceed the rates and amounts allowed by the Joint Travel Regulations (JTR) as applies to civilian employees of the United States Government. A trip report (including dates, time, location of travel, summary of the activities and an Action Item list) is required.

C.10 Contractor Support for Theatre of Operations

When required by individual Task Order the contractor may be required to send personnel into the Theatre of Operations. All requirements for sending individuals will be provided in the associated Task Order to include special instructions, training, travel, etc.

*** END OF NARRATIVE C0001 ***

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SECTION H - SPECIAL CONTRACT REQUIREMENTS
SECTION H - SPECIAL CONTRACT REQUIREMENTS

H.1 Task Order Requirement, Request, Evaluation, and Award Process

a. Services initiated under this contract shall only be performed based on a fully executed task order (TO) issued by a Procuring Contracting Officer (PCO). The work to be performed under these task orders must be within the Section C general scope of work of this contract. The Government is only liable for work authorized under the terms and conditions of the contract to the extent that a fully executed task order has been issued and covers the required work.

b. To meet the IDIQ type contract minimum quantity requirements, the Government reserves the right to unilaterally award any task order(s) to all IDIQ contract holders, without the need for competition. All other task orders are intended to be issued on a competitive basis among the IDIQ contractors, based on the Fair Opportunity procedures described in FAR 16.505. However, if two or more small businesses are awarded IDIQ contracts, the Government will apply the Rule of Two procedure (FAR 19.502-2(b) to set-aside a task order for competition among only the small business IDIQ contractors, as defined by NAICS code 541712. The Government also reserves the right to issue a task order on a sole source basis in accordance with section H.1 c. Contractors are strongly encouraged but are not required to provide offers on all solicited task orders.

c. It is the Governments intent to provide IDIQ contractors a fair opportunity to be considered for all task orders. However, IDIQ contractors need not be given an opportunity to be considered for a particular TO if the Procuring Contracting Officer (PCO) determines that in accordance with FAR 16.505(b):

(i) The agencys need for such supplies or services is of such urgency that providing such opportunity would result in unacceptable delays; or

(ii) Only one such contractor is capable of providing such supplies or services required at the level of quality required because the supplies or services ordered are unique or highly specialized, or

(iii) The order should be issued on a sole source basis in the interest of economy and efficiency as a logical follow-on to a TO already issued under the agreement or through exercise of option periods specified in the original TO, provided that all awardees were given fair opportunity to be considered for the original TO.

d. The Contracting Officer's Representative (COR) shall initiate the task order implementation process by preparing a statement of work. The task order request will contain a detailed description of the functional or other objectives to be achieved, a schedule for completion of the task order, performance requirements, deliverables to be provided, and any other regulations, standards, and/or special terms and conditions required to perform the effort. The Task Order Request for Proposals (TORFP) will be issued by electronic means to allow access to all IDIQ contract holders.

The TORFP will include the following:

- 1) RFP# and title
- 2) Contract #
- 3) Background of requirement
- 4) Objectives
- 5) Services required to be performed
- 6) Deliverables required (e.g. delivery schedule, performance period; estimated hours, technical reports, and quality assurance report)
- 7) If applicable, a listing of Government furnished property to be provided to the Contractor
- 8) Security classification designated for the tasks to be performed
- 9) Task Order-specific procedures for Government evaluation for award
- 10) Duration of work performance
- 11) Type of proposal (via email or use of the Advanced Collaborative Environment, or ACE)

e. The contractor shall acknowledge receipt of each TORFP and shall develop and forward to the TACOM Contracting Center Contract Specialist and TARDEC COR within ten (10) calendar days, the following as required by the TORFP:

- 1) technical approach proposal
- 2) estimated number of labor hours and cost by labor category
- 3) Rationale for the labor categories, skill levels and number of estimated hours proposed
- 4) direct material, travel, and/or other direct costs, (travel destination(s) shall be specified); (Note: if any material costs are required IAW specific SOW requirements, such costs shall be specified and justified)
- 5) cost estimate or proposed price, depending if a cost type or fixed price type task
- 6) proposed schedule of performance, and/or verification that the period of performance as requested is practical
- 7) past performance information
- 8) small business participation information and/or subcontracting plan as required
- 9) identification of required government furnished property/materials/data, to include any property/materials/data identified in the TORFP to be furnished by the Government
- 10) verification of CDRL requirements requested

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11) any questions/issues/concerns regarding the work description

Offerors shall submit electronic copies of the proposal to the procuring contracting officer (PCO) identified in the solicitation via the Advanced Collaborative Environment (ACE), email, or other means as identified in the TORFP. Proposals received after the date and time of the proposal due date stated in the TORFP will not be considered unless it is determined to be in the best interest of the Government.

f. The Government reserves the right to award any task order based on initial proposals as submitted, without negotiations, contingent on the existence and/or nature of any questions/issues/concerns from one or more of the offerors. The Government will evaluate proposals based on the task order-specific evaluation criteria identified in the TORFP, which may include technical approach or experience, past performance, cost or price, and small business participation. The nature of the scope and Government estimated dollar value of the proposed task order will dictate the evaluation criteria to be used by the Government for each task order competition. If negotiations take place on any proposal based on the TORFP, either with the task order originally issued or as revised, the Contractor(s) and the Government shall negotiate such things as, but not limited to, the number of hours and material required to perform the task order, any changes to the scope of work within the task order, the schedule and the deliverables to be provided in the task order.

g. Depending on the nature of the work effort and requirements of any particular task order, other FAR, DFARS, and/or AFARS clauses, regulations, standards, specifications, and/or other terms and conditions, may be applicable and the offeror will be required to comply with these additional terms and conditions to be eligible to submit a proposal to be evaluated by the Government.

h. Only an authorized Contracting Officer can issue a task order under this agreement. Performance and delivery of services/materials shall be made only as authorized by written TOs issued in accordance with this agreement. Task orders will be considered fully executed upon signature of the Contracting Officer. The Contractor shall begin work on the task order in accordance with the effective date indicated on the task order.

i. Following execution of the task order, technical clarifications may be issued in writing at any time by the COR, or to provide additional guidance to the Contracting Officer of any instructions or guidance to the Contractor regarding performance of the task order. The Contractor shall notify the Contracting Officer of any instructions or guidance the Contractor considers to be a change to the task order that will impact the technical, cost, schedule, deliverable content, or terms and conditions of the Task Order scope of work. In the event technical instructions or other events may dictate a change, task orders may be formally modified in writing by the Contracting Officer to reflect the change.

j. The contractor, as an independent contractor and not as an agent or employee of the Government, shall furnish to the Government, all necessary labor, services (non-personal) and materials, except as specified to be furnished by the Government, required to accomplish the work efforts as specified in each task order issued under this contract.

k. In the event of an urgent requirement, the Contracting Officer may contact the contractors by email, via the ACE system, by telephone, or any means available, requesting a proposal. The contractor, if deciding to submit a proposal for that particular task order, shall provide the items listed in 1-11 of Section H.1.e.

The contractor shall provide an electronic proposal, within three (3) workdays via the ACE, by email, or as otherwise specified.

NOTE: At no time shall the contractor propose or utilize a higher labor category than is required to adequately perform the specific work scope identified in the TO proposed schedule of performance.

Based on the contents of the TO, the Contractor and the Government shall negotiate the number of estimated hours required to complete the task order, any changes in the scope of work described in the scope of work to be performed, the schedule and the deliverables to be provided in the task order.

The contractor shall not commence with any work pursuant to this section until it has received a formal task order from the Contracting Officer. In addition, a unilaterally awarded task order shall be considered accepted by the contractor unless rejected in writing within three (3) workdays after issuance.

H.2 Evaluation of Task Orders for award

a. Task Orders will be competed among the IDIQ contractors. However, the Government reserves the right to restrict task order competition to only small business IDIQ contractors, based on the small business qualification specified by NAICS code 541712. Those businesses identified for the small business competition must be eligible to compete as a small business at the time of the task order competition. The Government also reserves the right to restrict competition for a particular task order based on the conditions at Section H.1.c. All work shall be performed only to the extent authorized. The basis for the award of competed TOs will be specified in the RFP applicable to the TO being competed. Each task order will be awarded on a best value evaluation basis to the Offeror whose offer is deemed to constitute the best value to the Government.

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b. The Government reserves the right to make award based on initial offers. Task order awards will be made to those offerors determined to best meet the needs of, and considered to be the best value to the Government after consideration of all evaluation factors. Best value is defined as the procurement process that results in the most advantageous acquisition decisions for the Government. It is generally performed through an integrated assessment and trade off analysis utilizing quality factors such as technical approach and qualifications, past performance, management approach, personnel experience, small business participation, and cost/price factors. Evaluation factors for specific efforts will be set forth in the individual TORFP.

c. Offerors are cautioned that in conducting the TO evaluation, the Government may use data provided by the offeror in its proposal as well as data obtained from other sources (e.g. Dun and Bradstreet reports, DCAA audits, available industry market rates for labor and overhead), including the Past performance Information System (PPMIS) for CPARS data and including contractual records of performance on previously awarded contract actions. While the government may elect to consider data obtained from other sources, the burden of providing thorough and complete information rests solely with the offeror.

H.3 Issuance of Task Orders

a) These ordering procedures apply to all Task Orders (TOs) issued under this agreement. Any services to be furnished under this contract will be ordered by issuance of written TOs.

b) Upon receipt of proposals, the Contracting Officer will:

- (1) Issue task orders based upon the proposals furnished, or
- (2) Negotiate with the Contractors prior to issuing task orders, or
- (3) Reject the proposal(s) and cancel the requirement, or
- (4) Cancel the TORFP based on changed or canceled Government requirements

Task Orders will be considered fully executed upon signature of the Contracting Officer. The Contractor shall begin work on the TO in accordance with the effective date indicated on the TO. Note that the awarded IDIQ contracts contain clauses applicable to the following contract types: 1) fixed price, 2) cost reimbursement completion, and 3) cost-reimbursement level-of-effort (LOE). This coincides with the purpose of the IDIQ contract, to allow the Government to award task orders that are one of these three type cost/price structures. Depending on the type of task order awarded, i.e., fixed price, cost reimbursement completion, or cost reimbursement LOE, the clauses within this contract applicable to the type of TO award shall apply with full force and effect to that TO. If a particular clause for either a cost type or fixed price type TO award is needed to be stated in full text to identify specifics for that TO, the full text and any fill-in information will be included in that TO award document.

Task Orders will be numerically sequential, dated, and will include the following information as applicable:

- A) Identification of the Ordering activity
- B) Quantity, unit price, extended cost or price for labor, material, and travel, fixed fee, and the total amount.
- C) Contract number and task order number.
- D) Task Order Statement of work
- E) Schedule of performance, dates and locations for the services required.
- F) Government furnished documents/material
- G) Deliverables as defined in the CDRLs or incorporated in the scope of work.
- H) Total estimated cost or total price
- I) Special clauses, provisions, standards, regulations, or other terms and conditions applicable to the specific task order (i.e., security requirements)
- J) Contract Specialist and Contracting Officers Representative (COR) for that location and the administration of the task order, including phone numbers and email addresses.

Following execution of the TO, technical clarifications may be issued in writing at any time by the COR / COTR to provide additional guidance to the Contractor regarding performance of the TO. The Contractor shall notify the Contracting officer of any instructions or guidance the Contractor considers to be a change to the TO which will impact the cost, schedule or deliverables content of the work plan. In cases where technical instructions or other events may dictate a change, TOs may be formally modified in writing by the Contracting Officer to reflect any change.

Task Orders may be placed during the period of performance of the contract, as identified in Section F. Any TO issued during the period of performance of this contract and not completed within the time shall be governed by the contract terms to the same extent as if the TO was completed during the contract period of performance.

All work specified shall be performed in the most economical and expeditious manner by skilled personnel, in conformance with TO and contract requirements and in conformity with the highest standards and practices.

The order of precedence for technical requirements of this contract is as follows:

- Contract Clauses, Section L (Notice to Offerors), Section C (Work Statement), Task Order Requirements, Section H (Special Provisions) & Section E (Inspection & Acceptance) in that order.
- Technical data requirements

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Section J (Attachments)

H.4 Continuous Process Improvement

The Deputy Secretary of Defense (DepSecDef) has identified Continuous Process Improvement (CPI) as a best practice for DoD activities. Reference is made to the DepSecDef Memo dated 11 May 2006 and DoD Continuous Process Improvement Guidebook dated 12 May 2006.

The Government expects the contractor, when awarded a task order, to apply CPI best practices in performance of the scope of work for that task order. In accordance with the CPI Transformation Guidebook, the contractor should promote process improvements when practicable.

H.5 Task Order Expiration Date

Any task order issued prior to the expiration date of this contract shall be completed by the contractor within the time specified in the task order. The contractor is required to abide by the terms and conditions of this IDIQ until the conclusion of the task order performance period.

The government may require continued performance of any task order services within the limits and at the rates specified in the contract. The government may extend the term of the contract by written notice to the contractor within seven (7) calendar days prior to the performance completion date, provided that the Government provides the contractor a written preliminary notice of its intent to extend at least thirty (30) days before the contract period expires. The preliminary notice does not commit the government to an extension.

H.6 Contractor Performance Assessment Reporting System (CPARS)

Each IDIQ holder will register at the CPARS Access site: <http://www.cpars.csd.disa.mil/cparsmain.htm>.

The Contractor's performance on task orders awarded under this IDIQ with aggregate ceiling amounts, including options, in excess of \$1,000,000 shall be assessed by the Government. For task orders with a period of performance of 12 months or less, an initial and final assessment report shall be performed when the task order is physically complete. For task orders with a period of performance longer than 18 months, an interim assessment will be prepared every 12 months and a final assessment will be prepared when the task order is physically complete. The Contracting Officer (Assessing Official), the Contract Administration Office, or any other Government source deemed appropriate will provide to the Procuring Contracting Officer (PCO) information relative to the contractor's performance in the following areas: Technical (Quality of Product or Services); Schedule; Cost Control; Management ((Responsiveness, Subcontract Management, Program Management or Other Management) and Management of Key Personnel (for Services and Information Technology Business Sectors). The assessment/review will be accomplished using the Contractor Performance Assessment Reporting System (CPARS). The completed evaluations shall not be released to anyone other than Government personnel and the contractor whose performance is being evaluated. CPARS Access web link is: <http://cpars.csd.disa.mil>.

H.7 Place of Performance

The Contractor may be required to perform services ordered hereunder off-site (any facility or location utilized by the Contractor in performance of a task order issued under this IDIQ which is not under the control of a government agency, e.g. Contractors home or branch office) or on-site (any facility or location where performance is required or directed under a task order issued under the IDIQ which is not under the control of the contractor, e.g U.S. Government base or installation, or other contractor facility within the continental United States (CONUS) or outside the continental United States (OCONUS), as required by individual task order.

H.8 Rights / Guarantees

This IDIQ contract shall not be construed as a guarantee on behalf of the government to solicit or issue a task order. See Order Limitations clause 52.216-19.

H.9 Contract Data Requirements

The contract data requirements shall be in accordance with DD Form 1423, Contract Data Requirements Listing (CDRL). Specific contract data requirements shall be specified in each task order issued as required.

H.10 Release of Contract Data Delivered under this contract

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Data generated as a result of any task order issued in accordance with this IDIQ shall not be released to any agency other than those specifically listed in each CDRL. Specific contract requirements shall be identified in each task order issued.

H.11 Security

All Contractor personnel must maintain a favorable background investigation before accessing the TACOM LCMC databases and Local Area Network in accordance with Army Regulation AR 25-2 and AR 380-67. All information or data developed under this contract belongs to and is the property of the U.S. Government and shall be marked and handled as For Official Use Only (FOUO). The Contractor shall not release any information or data to third parties without the express written approval of the PCO. The contract shall have access to Government data for the accomplishment of work under this agreement. Contractor shall conform to all security requirements as specified in each TO and as detailed in the task order DD 254 (if required). A separate DD254 is required for all TOs involving access to classified information. Internet cite <http://www.classmgmt.com> contains a complete booklet with instructions on how to prepare and submit a DD 254. Prior to starting work on the task order, DISCO must determine the eligibility of Contractor personnel and grant them access to the highest level of classified information covered by the contract (security clearance). Contact your company Facility Security Officer or the G2, TACOM LCMC for assistance in initiation action to receive a security clearance. For assistance with DD254, contact G2, TACOM LCMC, at 4-6262.

H.12 Army Information System (IS) Security Requirement

1) Contractors will comply with all Department of the Army Directives, AR 380-5, AR 25-1, AR 25-2, AR 380-53, AR 380-10, Commander Garrison Manager Army Garrison Detroit Arsenal (USAG-DTA), Directorate of Information Management (DOIM) and Directorate Intelligence Security Division, memorandums, and numbered messages. All information systems require accreditation and certification and must be approved by the Designated Approval Authority (DAA). Approval is required before any IS connection to the network is accepted. Personnel requiring access to sensitive defense information, because of their duties in repairing or working on IS equipment and software, will be appropriately investigated based on the sensitivity of the Information Technology (IT) position held in accordance with AR 25-2. Before a technician can work on IT hardware/software, the background investigation must be initiated.

a) The requesting agency/contractor should have a contract with USAG-M and an on-site Information Assurance Security Officer (IASO). The IASO shall be knowledgeable of AR 25-2 and other security requirements, and would be the person responsible for that agency/contractor.

b) If remote access to Garrison Michigan networks is needed for this agency/contractor to monitor Garrison-Michigan networks unclassified network, the agency/contractor must use a National Security Agency approved method to encrypt this information if it is sent/received outside this Command. The use of a commercial Internet Service Provider (ISP) mail account or ftp for receipt or storage of government information is prohibited. A Terminal Server Access Controller System (TSACS) Account must be established and used for government email and installed on a government machine.

2) The security measures below are consistent with the Department of the Army security policies and directives and are required to protect all associated Garrison-Michigan networks. The goal is to ensure the confidentiality, integrity, and availability of Department of the Army automation assets and software as to reduce cracker, hacker, and malicious code attacks to the maximum extent possible.

a) In accordance with AR 25-2, agency/contractor employees must be designated as IT 1, IT II, or IT III positions. Personnel who require access to sensitive and/or classified defense information systems because of their duties with an IS will be appropriately investigated based on the sensitivity of the IT position held in accordance with AR 25-2. Before assumption of IT duties, a standard form (SF) SF 85P or SF86 must be completed and sent by your Facility Security Officer (FS)) direct to Defense Security Service for each individual requiring access. A copy of SF 85P or SF 86 must be sent to AMSTA-CM-SC for review, who will summarize their findings and provide same to the USAG-M Designated Approving Authority (DAA) who can grant interim access to agency/contractor employees if the required investigation has been submitted by your FSO to Defense Security Service (DSS) and an EPAQ receipt is faxed to AMSTA-CM-SC at DSN 786-6362, or (586) 574-6362 AND if there are no derogatory issues found. The SF 85P or SF 86 copies can be mailed to: CDR U.S. Army TACOM, 6501 E. 11 Mile Road, ATTN: AMSTA-CM-SC, Warren MI 48397-5000. Contractor will be responsible for submitting their required security investigation data to Defense Investigative Service Clearance Officer (DISCO). Upon request, contractor will provide security investigation data to Directorate Intelligence Security Division, so their personnel can be incorporated into the Garrison-Michigan Security Clearance Roster.

b) Personnel assigned to IT-I positions must have completed an SF 85P and FP 258, have a favorable local review, and have initiated the National Agency Check with Local Agency and Credit Checks (NACLC), and proof of the initiation of the Single Scope Background Investigation, before access to a Department of Army automation network and information can be granted.

c) Personnel assigned to IT-II & III positions must have completed a SF 85P and FP 258, have a favorable local review, and have initiated the (National Agency Check with Local Agency and Credit Checks (NACLC).

d) All agency/contractor employees who have access to Garrison-Michigan IS must complete Computer User Information Awareness Training

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- annually. Proof of completion will be retained by the IASO.
- e) All agency/contractor employees who have access to Garrison-Michigan IS must each read and sign a copy of Acceptable Use Policy (AUP) annually. Proof of compliance will be retained by the IASO.
- f) IAW Garrison-Michigan directives submit the required completed forms for all agency/contractor employees that require Garrison-Michigan network(s), and TSACS, access. The required forms are available in Outlook.
- (1) New MGNET Account.
 - (2) Trusted System Application (TUA 12) with attachments.
 - (3) Contractor/Vendor Terminal Server Access Controller System (TSACS) Account and Password Request.
 - (4) An Accreditation and Certification process for each IS that operates within USAG-DTA must be reviewed by the Information Assurance Manager (IAM) and then forwarded to the DAA for final approval before connection is accepted.
- g) IAW Dept of the Army Directives, AR 25-2, agency/contractor must have malicious code protection on their PC/s*** used to connect to the GARRISON-MICHIGAN networks. Malicious code protection must be monitored daily for updates and immediate implementation. USAG-M DOIM uses the most current (MGNET) Army Approved Anti-virus software.
- *** Only Government Furnished Equipment (GFE) can be used to connect to Army networks.
- h) Report any malicious code problems or thefts of equipment, software, or code to the USAG-M Network Operations Center (NOC) IASO. The IASO will forward automation security concerns to his/her supporting Information Assurance Manager (IAM).
- i) Secure the computer equipment and information associated with this contract in a locked office or container, and locked building.
- j) Ensure only personnel designated to work on this contract have access to the computer equipment and information.
- k) Foreign Nationals must not have access to this equipment and information.
- l) Identify the physical security measures (i.e. locked office, locked buildings, building alarms etc.) in place to protect the contract-associated equipment and information at the agency/contractor location. Provide a short description and diagram.
- m) DOIM Helpdesk, when issuing an agency/contractor e-mail accounts, will ensure that their names, when displayed, show they are contractors and not government employees.
- n) Access for agency/contractor will be limited to the MGNET and servers and applications directly related to their contract work.
- o) Each agency/contractor employee associated with this contract must have a unique Department of the Army issued password and user ID. User IDs and Passwords will not be shared among employees.
- p) Coordinate with USAG-M Directorate of Information Management (DOIM) to ensure computers used by the agency/contractor are properly configured to work with TSACS and the MGNET/MGNET-S.
- 3) On completion of the project/contract the agency/contractor will notify the USAG-M IASO, who will then notify the DOIM Information Assurance Team and DOIM Helpdesk, so all network, and TSACS access can be terminated.
- 4) POC for this action is IMNE-MIGIMA, (586) 574-4444.

H.13 Non-Personal Services

- a) No personal services shall be performed under this contract. No Contractor employee will be directly supervised by the Government. All individual employee assignments, and daily work direction, shall be given by the applicable employee supervisor. If the Contractor believes any Government action or communication has been given that would create a personal services relationship between the Government and any Contractor employee, the Contractor shall promptly notify the Contracting Officer of this communication or action.
- b) As stated in FAR Subpart 7.5, the Contractor shall not perform any inherently governmental actions under this contract. No Contractor employee shall hold him or herself out to be a Government employee, agent, or representative. No Contractor employee shall state orally or in writing at any time that he or she is acting on behalf of the Government. In all communications with third parties in connection with this contract, Contractor employees shall identify themselves as Contractor employees and specify the name of the company for which they work. In all communications with other Government contractors in connection with this contract, the Contractor employee shall state that they have no authority to in any way change the contract and that if the other contractor believes this communication to be a direction to change their contract, they should notify the Contracting Officer for that contract and not carry out the direction until a clarification has been issued by the Contracting Officer.

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c) All contract personnel attending meetings, answering Government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression that they are Government officials. They must also ensure that all documents or reports produced by contractors are suitably marked as contractor products or that contractor participation is appropriately disclosed.

d) The services to be performed under this agreement do not require the Contractor or its employees to exercise personal judgment and discretion on behalf of the Government, but rather the Contractor's employees will act and exercise personal judgment and discretion on behalf of the Contractor.

e) The Contractor shall insure that all of its employees working on this contract are informed of the substance of this clause. Nothing in this clause shall limit the Government's rights in any way under any other provision of the contract, including those related to the Government's right to inspect and accept the services to be performed under this contract. The substance of this clause shall be included in all subcontracts at any tier.

H.14 Insurance Coverage

a) The Contractor shall procure and maintain the following minimum insurance during the period of performance of this contract in accordance with FAR 52.228-5, Insurance Work on a Government Installation:

\$500,000 per accident for bodily injury;

No property damage general liability insurance is required.

Automobile Insurance (comprehensive form of policy) is required: \$200,000 per person; and \$500,000 per accident for bodily injury; and \$20,000 per accident for property damage.

Standard Workmens Compensation and employers Liability Insurance. A minimum amount of \$100,000 is required under the contract.

b) Prior to contract commencement, the Contractor shall furnish to the CO a certificate or written statement certifying compliance with the above required insurance coverage. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the interests of the Government shall not be effective for such a period as the laws of the State in which this contract is to be performed prescribe, or until 30 days after the insurer or the Contractor gives written notice to the CO, whichever period is longer.

c) The Contractor agrees to insert the substance of this clause, including this paragraph, in subcontracts under this contract that require work on a Government installation.

H.15 Conflicts of Interest

a)The Contractor warrants that, to the best of the Contractor's knowledge and belief, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest (OCI), as defined in FAR 9.5, Organizational and Consultants Conflicts of Interest, or that the Contractor has disclosed all such relevant information.

b) The Contractor agrees that if an actual or potential OCI is discovered after award of this contract, or any task order awarded to the Contractor, the Contractor shall make a full disclosure in writing to the Contracting Officer. This disclosure shall include a description of actions, which the Contractor has taken or proposes to take, after consultation with the Contracting Officer, to avoid, mitigate, or neutralize the actual or potential conflict.

c) The Contracting Officer may terminate this contract, or any task order awarded under this contract, for convenience, in whole or in part, if it deems such termination necessary to avoid an OCI. If the Contractor was aware of a potential OCI prior to award or discovered an actual or potential conflict after award and did not disclose or misrepresented relevant information to the Contracting Officer, the Government may terminate the contract or task order for default, debar the Contractor from Government contracting, or pursue such other remedies as may be permitted by law or this contract.

d) The Contractor shall include this clause in all subcontracts and in lower tier subcontracts unless a waiver is requested from, and granted by, the Contracting Officer.

e) In the event that a Task Order is issued to the Contractor that would require activity that would create a potential conflict of interest, the Contractor shall:

(1) Notify the Contracting Officer of a potential conflict, and;

(2) Recommend to the Government an alternate tasking approach which would avoid the potential conflict, or

(3) Present for approval a conflict of interest mitigation plan that will:

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a. Describe in detail the Task Order requirement that creates the potential conflict of interest; and

b. Outline in detail the actions to be taken by the Contractor or the Government in the performance of the task to mitigate the conflict by subcontractor effort, limit access to information, or other acceptable means.

(4) The Contractor shall not commence work on a Task Order related to a potential conflict of interest until specifically notified by the Contracting Officer to proceed.

(5) If the Contracting Officer determines that it is in the best interest of the Government to issue a Task Order, notwithstanding a conflict of interest, a request for waiver shall be submitted in accordance with FAR 9.503.

H.16 Training of Contractor Employees

The Contractor shall provide only fully trained, experienced and technically proficient personnel. The Contractor shall not bill for labor hours or travel costs associated with Contractor employee training unless specifically required and authorized in a task order; however, with appropriate Government approval Contractor employees may be allowed to attend Government sponsored training at the Contractor's expense.

H.17 Manpower Reporting Requirements applicable to Awarded Task Orders

a) The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collection site where the contractor will report ALL contractor manpower (including subcontractor manpower) required for performance of this contract. The contractor is required to completely fill in all the information in the format using the following web address:
<https://contractormanpower.army.pentagon.mil>

The required information includes:

- (1) Contracting Office, Contracting Officer, Contracting Officers Technical Representative;
- (2) Contract number, including task and delivery order number;
- (3) Beginning and ending dates covered by reporting period;
- (4) Contractor name, address, phone number, e-mail address, identity of contractor employee entering data;
- (5) Estimated direct labor hours (including sub-contractors);
- (6) Estimated direct labor dollars paid this reporting period (including sub-contractors);
- (7) Total payments (including sub-contractors);
- (8) Predominant Federal Service Code (FSC) reflecting services provided by contractor (and separate predominant FSC for each sub-contractor if different);
- (9) Estimated data collection cost;
- (10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army Requiring Activity is responsible for providing the contractor with its UIC for the purposes of reporting this information);
- (11) Locations where contractor and sub-contractors perform the work (specified by zip code in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website);
- (12) Presence of deployment or contingency contract language; and
- (13) Number of contractor and sub-contractor employees deployed in theater this reporting period (by country).

b) As part of its submission, the contractor will also provide the estimated total cost (if any) incurred to comply with this reporting requirement. Reporting period will be the period of performance not to exceed 12 months ending 30 September of each government fiscal year and must be reported by 31 October of each calendar year. Contractors may use a direct XML data transfer to the database server or fill in the fields on the website. The XML direct transfer is a format for transferring files from a contractors systems to the secure web site without the need for separate data entries for each required data element at the web site. The specific formats for the XML direct transfer may be downloaded from the web site. Information from the secure web site is considered to be proprietary in nature when the contract number and contractor identity are associated with the direct labor hours and direct labor dollars. At no time will any data be released to the public with the contractor name and contract number associated with the data.

H.18 Additional Contractor Requirements

a) The Contractor shall not employ any personnel for work on this contract who would create a conflict of interest or pose a potential threat to the operational mission or security of the installation and/or its population.

b) Upon notification by the Government, the Contractor shall immediately agree to remove from the contract any employee(s) not performing IAW the requirements set forth herein. This may be due to lack of demonstrated skill or for failure to comply with applicable instructions, directives, regulations, or policies. The Contracting Officer may require the Contractor to remove from the job those employees who endanger persons or property; those who manufacture, distribute, dispense, possess or use controlled substances at the worksite; and those whose continued employment under this contract is inconsistent with the interest of military security.

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- c) Contractors will be required to answer all telephone calls (and to present themselves at any meetings attended) by identifying themselves with the name of the Contractor, the employee name, and by stating that he/she is a Contractor. Example, ABC Resources, I am Contractor John Doe.
- d) Contract employees are not allowed periods of Administrative Leave that are granted to Government employees by local Commanders for attendance at various Government functions, early holiday dismissals, etc. Instead, contract employees will have the option of remaining at the work site, taking vacation time, or taking time off without pay, subject to mission requirements as determined by the OSCS.
- e) The Contractor is responsible for obtaining all necessary Security and Access credentials for new contracted employees, prior to the reporting date. Copies of completed Security documents, and any supporting material (copies of court dispositions, etc.), are to be hand-carried to the Security Office, by the new employee, after obtaining an access badge. All documents must be presented to obtain an appropriate Contractors Security Badge. Upon completion and/or termination of a contract employees employment, the Contractor is responsible for insuring all Security ID badges (i.e., Contractors Badge and CAC Card), car decals, and any other property of the Government is returned to the Government COR in a timely and expeditious manner, for appropriate disposition. NOTE: Failure to comply with this requirement will result in appropriate legal action.
- f) In the event of catastrophic computer failure or otherwise unavoidable, significant, and unforeseen workload delays, the Government reserves the right to put the Contractors services on hold until such time as work can again commence. During such times the Contractor employees will not be required to report to work and the Government will not be charged for services.
- g) As required under individual task orders, Contractor personnel may be required to document and verify all work performed and hours worked.
- h) The contractor shall comply with all applicable Occupational Safety and Health Standards (OSHA) Standards, technical orders, regulations, and referenced publications. The contractor shall comply with the highest degree of safety protection where any disagreements exist. Accident prevention and safety practices on contractual work under the jurisdiction of the Contracting Officer are the responsibilities of the contractor concerned. The Contractor shall brief all employees on proper safety and accident reporting. The Contractor shall provide all occupational health services to his employees. Contractor employees shall be instructed to notify the Contractors contract manager of potential or existing occupational health hazards that require attention.
- i) Unscheduled gate closures by the Security Police may occur at any time causing personnel entering or exiting a closed military installation to experience a delay. This cannot be predicted or prevented. Labor hour employees are not compensated for unexpected closures or delays. Privately owned vehicles belonging to contractor personnel are subject to search pursuant to applicable regulations. The award of this agreement does not create a right to have access to any military installation. Any violation of an installation regulation or of state or federal statute may result in the termination of the privileges to enter the military installation.

H.19 Rules and Regulations on a Government Facility

- a) Rules and regulations outlined in this agreement and TOs shall apply to the Contractor, including its employees and any subcontractors, while on the premises of the customer agency. These regulations include presenting valid identification for building entrance and obeying all the rules and regulations provided by the agency.
- b) If work is to be performed in a restricted area, Contractor personnel shall be escorted at all times. Contractors shall comply with the safety rules of the Government installation that concern related activities not directly addressed in this agreement. The Contractor shall take all reasonable steps and precautions to prevent accidents and preserve the life and health of Contractor and Government personnel connected in any way with performance under this contract.

H.20 Special Contract Requirements

In the event a Task Order contains a requirement for Contractor deployment to an overseas location, Contractor employees that are required to work in a contingency location are authorized the following payments applied to their wages:

Hazardous Duty Pay
Danger Pay
Hardship Pay

The rates applied will be the allowable rates as determined by the State Department for the area of operation.

The following clauses will apply, as required, to any Task Order with deployment as part of the scope of work:

- 52.204-9 Personal Identity Verification of Contractor Personnel
- 52.228-3 Workers Compensation Insurance (Defense Base Act)
- 52.228-4 Workers Compensation & War Hazard Insurance Overseas
- 252.228-7003 Capture and Detention Dec/1991

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252.225-7040 Contractor Personnel Authorized to Accompany U.S. Armed Forces Deployed Outside the United States.
252.225-7041 Correspondence in English
252.225-7042 Authorization to Perform
252.225-7043 Antiterrorism/Force Protection Policy for Defense Contractors outside the United States

H.21 Interpretation of Contract Requirements

If the Contractor finds clarification necessary with respect to the scope of the services to be performed or manner in which the services are to be performed hereunder, he shall request such clarification from the PCO. No interpretation of any provision of this contract, including applicable specification, shall be binding on the Government unless furnished or agreed to in writing by the PCO.

H.22 Authorized Ordering Agencies

The contractor shall provide services in accordance with the statement of work set forth in each task order, which will include a reference back to Section C. This contract and the resulting task orders are to acquire these services for the benefit of U.S. Army Tank Automotive Research, Development and Engineering Center (TARDEC). Other RDECOM organizations and TACOM Contracting Command (TCC) partners may utilize this contract to acquire services covered under the statement of work, provided they first obtain written approval from the TACOM Contracting Center in consultation with the TARDEC Acquisition Management Office.

H.23 Government Furnished Property

a. The Government may furnish, from time to time such items of Government-owned Property as deemed necessary to assist the contractor in performance of the contract and task order requirements.

b. The contractor will immediately report on both all property furnished to the contractor and all property acquired by the contractor to the account of the Government upon completion of the task order or contract, or in the event of either a partial or complete termination of the task order or contract, either partial or complete, all Government-owned Property. This report shall request instructions from the Government for redistribution, shipping instructions release for disposition, or other actions regarding disposition of the Government Property. This report shall be submitted to the Contracting Officer at:

U.S. TACOM Contracting Center
ATTN: AMSCC-TAC-ASGD
Warren, MI 48397-5000

*** END OF NARRATIVE H0001 ***

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SECTION J - LIST OF ATTACHMENTS

List of Addenda	Title	Date	Number of Pages	Transmitted By
Attachment 0005	TASK ORDER 0005	06-MAR-2009	002	

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SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

<u>Status</u>	<u>Regulatory Cite</u>	<u>Title</u>	<u>Date</u>
L-1 CHANGED 52.219-4005 (TACOM)		SUBMISSION OF SUBCONTRACTING PLAN	FEB/1999

(a) Please refer to FAR 52.219-9, SMALL BUSINESS AND SMALL DISADVANTAGED BUSINESS SUBCONTRACTING PLAN, which is incorporated by reference in Section I of this solicitation. The clause requires other than small businesses to submit a subcontracting plan for small and small disadvantaged business concerns. Such plans are not required from offerors that are small businesses.

(b) TACOM will require a copy of such subcontracting plan. Other than small businesses shall submit a copy of their plans as an attachment to their offer in response to this solicitation in accordance with Section L.3.2(g) of the solicitation.

(c) As the offeror, you need to mark each page of your subcontracting plan with the solicitation number and date. If this is a negotiated acquisition, we reserve the right to negotiate any and all elements of the proposed plan during negotiation of cost, technical, and/or managerial features of the proposal. We also reserve the right in negotiated acquisitions to discuss the subcontracting plan after receipt of any best and final offer, in which case such discussion shall not constitute a re-opening of negotiations.

(d) Failure to submit and, if applicable, negotiate an acceptable subcontracting plan which, in the judgment of the Contracting Officer, provides the maximum practicable opportunity for small business and small disadvantaged business concerns to participate in the awarded contract shall render the offeror ineligible for award. In this connection, offerors should be aware of the statutory goal that has been placed on the Department of Defense to award five percent of its total planned subcontracting dollars to small disadvantaged businesses (to include Historically Black Colleges and Universities and Minority Institutions) at the prime contract and subcontract levels. In view of this Congressional mandate, other than small businesses shall provide specific explanation as a part of any written subcontracting plan furnished in response to this solicitation/contract that identifies a goal for subcontracting to small disadvantaged business concerns and/or Historically Black Colleges and Universities and/or Minority Institutions that, in the aggregate, amounts to less than five percent of the bid or proposal's total subcontracting dollars.

(End of Clause)

L.1 NOTICE REGARDING EMAIL PROPOSALS

L.1.1 Offerors must submit their offers in accordance with Section A.1 entitled "TACOM - Warren Electronic Contracting".

L.1.2. If your proposal is not received by the RFP closing deadline, pursuant to FAR 52.214-1 your proposal may be rejected as late.

L.1.3. Given the volume of data and information to be submitted by offerors it is critical that all offerors carefully and completely identify the parts and attachments of the proposal so that the Government may quickly and easily distribute the proposal volumes.

L.1.4. (DELETED)

L.1.5. (DELETED)

L.1.6. (DELETED)

L.1.7. (DELETED)

L.1.8 Lateness: The lateness rules for submitted proposals are outlined in FAR 52.215-1 "Instructions to Offerors-Competitive Acquisition," incorporated into this solicitation.

L.1.9 Electronic Copies: Offerors must submit electronic copies and any supplemental information (such as spreadsheets, backup data, and technical information) using the following:

(i) Files in either Microsoft Office 2000 or Office XP: Word, Excel, or PowerPoint. Spreadsheets must be sent in a file format that includes all formulae, macro and format information. Print image is not acceptable for spreadsheets.

(ii) Files in Adobe PDF (Portable Document Format). Scanners should be set to 200 dots per inch.

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(iii) Files in HTML (Hypertext Markup Language). HTML documents must not contain active links to live Internet sites or pages. All linked information must be contained within the electronic offer and be accessible offline.

(iv) Pitch shall be no smaller than 10.

(v) One (1) page will be defined as one side of a paper which measures 8 and one half inches by 11 inches.

L.1.10 See the content instructions for Volume I, Contract Volume. Reference FAR 15.207(c) for a description of the steps the Government shall take with regard to unreadable offers:

(a) If any portion of a proposal received by the contracting officer electronically is unreadable; the contracting officer immediately shall notify the Offeror and permit the Offeror to resubmit the unreadable portion of the proposal. The method and time for resubmission shall be prescribed by the contracting officer after consultation with the Offeror, and documented in the file. The resubmission shall be considered as if it were received at the date and time of the original unreadable submission for the purpose of determining timeliness under FAR 15.208 <http://farsite.hill.af.mil/reghtml/regs/far2afmcfars/fardfars/far/15.htm>(a), provided the Offeror complies with the time and format requirements for resubmission prescribed by the contracting officer. Offerors shall make every effort to ensure that their offer is virus-free. Offers (or portions thereof) submitted which reflect the presence of a virus, or which are otherwise rendered unreadable by damage in either physical or electronic transit, shall be treated as "unreadable" as described above.

(b) Paper Copies. Paper copies of offers will not be accepted.

L.1.11 Proposals shall conform to the requirements of this solicitation; no alternate proposals will be considered in this procurement.

L.2 PROPOSAL PREPARATION, FORMAT AND QUANTITY INSTRUCTIONS

L.2.1 Proposal Format: The proposal, as required by this solicitation, shall be submitted in the formats and quantities set forth in this section. The solicitation Section M, titled Evaluation Criteria sets forth evaluation criteria, factors and subfactors, and their relative order of importance to the Government. The factors include Technical, Cost, and Small Business Participation. All proposals shall be in English (American Standard) and shall be in US dollars. Each section of the proposal shall be separable by volume (see below) to facilitate review by the Government. Offers shall be submitted in the following types and quantities:

Volume Number	Title	Electronic Copies
	Cover Letter	1
Volume I	Contract Volume	1
Volume II	Factor 1: Technical Volume (Approach & Experience Subfactors) (Five Task Order Elements under each Subfactor)	1
Volume III	Factor 2: Cost/Price Volume	1
Volume IV	Factor 3: Small Business Participation Volume	1

Offerors are not authorized to include in the proposal, citations for, or linkages to, websites.

L.3 PROPOSAL INSTRUCTIONS, FORMAT AND CONTENT

L.3.1 Proposal Instructions: The proposal should be accompanied by an electronic cover letter (letter of transmittal) which shall identify all enclosures being transmitted in the message. Extreme care and attention should be given to ensure that all required items are included in the proposal. This solicitation incorporates FAR 52.215-1, Instructions to Offerors - Competitive Acquisition. The Government intends to evaluate proposals and award contracts without discussions with offerors (except for clarifications as described in FAR 15.306(a)).

L.3.2 Volume I: Contract Volume

The offerors Contract Volume shall include the following:

- a. A scanned image of a signed copy of the SF33 cover page signed by a person authorized to sign proposals on behalf of the Offeror. Fill-in blocks on the SF 33 include blocks 12, 13, 15A, 15B, 16, 17, and 18.
- b. One copy of this solicitation (Sections A-K) with all fill-ins completed. Online Representations and Certifications Application (ORCA) certifications need not be separately submitted.

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- c. An affirmative statement that the offeror proposes to meet all the requirements of RFP Section C.
- d. A statement of agreement to all the terms, conditions and provisions of this solicitation.
- e. A statement as to whether or not the contractor has a government approved purchasing system, in accordance with FAR Part 44. If the contractor does have an approved purchasing system, provide the date which it was approved. This is not an evaluation criteria and lack of an approved purchasing system will not be cause for being determined ineligible for a contract award.
- f. Any other information required by the solicitation.
- g. For other than U.S. Small Businesses, a Subcontracting Plan in accordance with FAR 52.219-9 "Small Business Subcontracting Plan", if required.
- h. Pursuant to M.1.1 it is intended that a portion of the award(s) be reserved for Small Businesses based on North American Industry Classification System (NAICS) Code 541712, Research and Development in the Physical, Engineering, and Life Sciences (except Biotechnology). Accordingly, offerors are required to identify whether their proposal is being submitted for consideration as a Small Business for this NAICS category.

L.3.3 Volume II: Technical Volume (Factor 1)

There are two (2) Subfactors of equal importance within the Technical Factor: Technical Approach and Experience. There are five (5) Elements, which are the task orders, of equal importance within the Technical Approach Subfactor, and five (5) Elements/Task Orders of equal value within the Experience Subfactor.

The offeror shall submit the information specified below in response to the two (2) Subfactors: Technical Approach and Experience. Under each Subfactor there are five (5) Elements (see RFP Attachments 0001-0005), as follows:

- Task Order 0001: The 20mm Fragment Simulating Projectile (FSP) Launcher
To be proposed as a Firm Fixed Price effort
- Task Order 0002: Material Characterizations for EPIC material
To be proposed as a Cost-Plus-Fixed-Fee Completion-type effort
- Task Order 0003: Integrated Corrective Action Process (ICAP) tasks
To be proposed as a Cost-Plus-Fixed-Fee Term-type Level-of-Effort effort.
- Task Order 0004: Systems Engineering and Project Planning
To be proposed as a Cost-Plus-Fixed-Fee Completion-type effort
- Task Order 0005: Level II to Level III model and drawing conversion
To be proposed as a Firm Fixed Price effort

L.3.3.1 Technical Volume: Technical Approach (Subfactor)

(NOTE: FOR THE TECHNICAL APPROACH SUBFACTOR, IT IS RECOMMENDED THAT NO MORE THAN FOUR (4) PAGES BE SUBMITTED FOR YOUR PROPOSED RESPONSE ON EACH OF THE FIVE (5) TASK ORDERS, IN THE ELECTRONIC FORMATS SPECIFIED IN L.1.9.)

The offerors proposal shall provide their technical approach to performing task orders 0001 through 0005 (See RFP Attachments 0001-0005). The offerors proposal shall detail its proposed approach to realistically achieve successful performance of these task orders. Specifically, the proposal shall address the following for each task order:

- (a) Analyze the scope of work and discuss the key success drivers and risks (performance, schedule, and cost) for successfully achieving task order requirements and objectives.
- (b) Based on the analysis of the scope of work, discuss the specific technical approach proposed, to include identification of necessary tasks and details on task performance plans, as well as providing a time phased task order performance schedule;
- (c) Based on the proposed technical approach, specifically identify, and substantiate the realism for, all proposed labor resources (skills; labor category; hours per labor category skill), material (if any) required to execute the technical approach, and travel (if any) required to execute the technical approach.
- (d) The following information is offered for preparing your proposal for Task Order 0003: the task order specifies a twelve (12) month performance period, and the initial Government estimate equates this to one (1) technician working a total of 2080 hours (one man-year of effort) and for travel purposes, a total of two (2) trips at a cost of \$1,100 each, or a total of \$2,200. The offeror is not required to use the personnel category of technician or to use the dollar figure for travel in providing their estimate, and in fact the

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travel dollars may only partially reflect the travel actually required under this task order. Accordingly, the offeror may use this estimate and labor category (technician) as a basis for proposal or may choose their own estimate for travel and labor category under this task order. If the offeror chooses something other than the labor category of technician or something other than the Government estimate for travel (\$2,200 total) then supporting rationale should be provided.

L.3.3.1.1 Offerors shall ensure that the proposed staffing labor categories (qualitative and quantitative), material (if any), and travel (if any), proposed under this Technical Approach Subfactor are consistent with the task order staffing labor categories, travel and material, as proposed within the Cost/Price Volume.

L.3.3.2 Technical Volume: Experience (Subfactor)

(NOTE: FOR THIS SUBFACTOR, IT IS RECOMMENDED THAT NO MORE THAN FOUR (4) PAGES BE SUBMITTED FOR YOUR PROPOSED RESPONSE ON EACH OF THE FIVE (5) TASK ORDERS, IN THE ELECTRONIC FORMATS SPECIFIED IN L.1.9.). THE FOUR PAGE RECOMMENDED LIMIT DOES NOT INCLUDE THE COPIES OF THE PREVIOUS EXPERIENCE SCOPE OF WORK NARRATIVE YOU ARE REQUIRED TO PROVIDE AS SPECIFIED IN SECTION L.3.3.2.4(g).

The offerors Experience proposal shall include the following:

L.3.3.2.1 The offeror shall identify no more than 15 of the most recent and relevant Contracts and Task Orders (prime contractor, team members, and/or subcontractors) which include performance of work which is recent and relevant to Task Orders 0001 through 0005 as contained in the Technical Factor. The offeror can allocate a maximum of 3 recent and relevant Contracts or Task Orders for each of the 5 task orders. The same recent/relevant contract/task order may be used to address experience in more than one, and up to all five, of the Governments five Task Orders.

L.3.3.2.2 Recent Contracts. Recent Contracts and Task Orders are those performed within approximately three years of the date of issuance of this RFP.

L.3.3.2.3 Relevant Contracts. Relevant contracts and task orders or work directives are those which are similar in scope to the requirements of the 5 Task Orders cited at Attachments 0001-0005. Where prior relevant experience is under a broader BPA or IDIQ type Contract, do not just cite the broader BPA or IDIQ Contract. Rather, include the specific individual work directives/task orders which you consider to be reflective of relevant prior experience. In accordance with section L.3.3.2.1 above, each prior Contract/work directive/task order identified by the offeror as being applicable to one or more of the five (5) Task Orders shall be evaluated as evidence of relevant prior experience for that applicable Task Order. The Task Orders are cited in L.3.3.2.6, along with the experience descriptions to be used in the evaluation and assessment of relevant prior experience.

L.3.3.2.4 For each of the up to 15 recent/relevant contracts/task orders (prime, team members, and subs) identified, the Offeror shall provide the following:

- (a) Contract Number
- (b) Contract type
- (c) Government or commercial contracting activity address, telephone number, and E-mail address
- (d) Procuring Contracting Officer's (PCO's) name, telephone number and E-mail address
- (e) Administrative Contracting Officer's (ACO's) name, telephone number and E-Mail address
- (f) Government or commercial contracting activity technical representative, or COR, name, telephone number and E-mail address
- (g) Copies of all Scope of Work paragraphs of the contracts/task orders/delivery orders reflecting Experience which is relevant to the below listed Task Orders.
- (h) A discussion of specific similarities between the recent and relevant contract scopes of work and the scope of the task orders herein.

L.3.3.2.5 Cross-Reference Matrix: The offeror shall also complete the matrices at Attachments 0007-0011 of this RFP. Each matrix will list each of the up to 3 recent/relevant contracts identified by the offeror under the Experience subfactor and the offeror shall identify, through placement of an (X) in the applicable matrix boxes, whether the offeror's prior contracts/task orders/delivery orders (in the left margin of each chart) match up to the types of experience the Government will be using as a comparison for evaluation purposes (listed across the top of each chart and in L.3.3.2.6 below). The offeror may include a brief description in the matrix of the extent of any similarities. However, any brief narrative provided in the chart itself will not be sufficient to constitute a substitute for the narrative required to discuss the experience subfactor as required by L.3.3.2.4(h) above.

L.3.3.2.6 Task Orders

The offeror shall describe the applicability of each of their identified prior contracts, task orders, and/or work directives to the five (5) Task Orders, as evidence of recent, relevant prior experience for that applicable Task Order. The following experience descriptions will be used by the Government evaluators in the evaluation and assessment of Relevant prior experience:

L.3.3.2.6.1 Task Order 0001: 20mm FSP Launcher

- a. ballistic testing

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- b. designing and fabricating 20mm FSP launcher for ballistic test range equipment
 - (1) breach
 - (2) barrel
 - (3) launch system
- c. integrating the launch system into existing facilities

L.3.3.2.6.2 Task Order 0002: Material Characterizations

- a. conducting full range of mechanical property characterization testing capability or access to metallurgical testing facilities
- b. specialized aluminum alloy characterization
- c. development of material models
- d. model validation

L.3.3.2.6.3 Task Order 0003: Integrated Collaboration & Analysis Process

- a. use of Lean Six Sigma Tools with respect to problem solving and developing project course of action
- b. using root cause analysis, voice of the customer interviews, and failure modes effect analysis (FMEA) to resolve military system vehicle problems and manage vehicle / system risk
- c. performing military ground system vehicle maintenance and differentiate by vehicle (combat and tactical)
- d. working with Logistics Assistance Representatives for information gathering to evaluate and resolve field issues

L.3.3.2.6.4 Task Order 0004: Systems Engineering

- a. developing a planning tool/guidebook
- b. creating interactive online tools, and developing online collaborative program planning workflows
- c. applying Systems engineering practices for military systems and vehicles throughout the materiel acquisition process
- d. using lean six sigma methods and tools to develop and define a planning process
- e. developing training materials and conducting training sessions

L.3.3.2.6.5 Task Order 0005: Drawing Conversion

- a. use of ASME suite of modeling and design standards that include ASME Y14.1, ASME Y14.24, ASME Y14.34, ASME Y14.35, ASME Y14.38, ASME Y14.41, ASME Y14.5, & ASME Y14.100
- b. use of Pro-E wildfire 3.0 or greater
- c. doing 3D / Solid modeling CAD
- d. Validating level III 3D models and 2D drawings, and validating metadata accuracy
- e. Creating and converting drawings for wiring harnesses, hydraulics, mechanical, and fasteners.

L.3.4 Volume III: Cost/Price Volume (Factor 2)

L.3.4.1 The total evaluated cost/price will be based upon the 5 task orders in Attachments 0001 through 0005 with an assumed start date of 15 Apr 09 for all five (5) task orders. The assessment of the total proposed cost/price will include an evaluation of:

- (a) The reasonableness of the proposed costs/prices to the tasks incorporated in each of the five task orders.
- (b) The realism of the proposed costs/prices to the tasks incorporated in each of the five task orders.

L.3.4.2 Realism and Reasonableness: The consistency of the proposal cost/price data (to include costs within the cost type as well as fixed price type task orders) with the offerors Technical Approach subfactor reflects on the offerors understanding of the work required and the offerors ability to perform according to the statement of work of the contract. Any apparent inconsistency between the promised performance and cost must be explained. The offerors cost volume shall also identify: (a) any assumptions applied and the mathematical or other methods used in the estimate and (b) the nature and amount of any contingencies or adjustments included in the proposed cost amounts.

L.3.4.3 The offerors Cost Volume shall include substantiating information (non-certified), supporting the realism of the estimated cost and fee, and prices, in sufficient detail for the Government to evaluate the estimated costs within each of the task orders (cost type as well as fixed price type) per the applicable criteria in Section M. After proposal submission, the Government reserves the right to request more detailed cost information if necessary.

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L.3.4.4 Presentation of Cost Data: Offerors are to submit all cost/price data in electronic spreadsheet format for each of the five task orders. Submitted spreadsheet files shall contain all formulas, computations, or equations used to compute the proposed amounts. Print image files, or files containing only values, are not acceptable. If a particular table takes more than one page for printout, the offerors shall ensure that the row with the column titles and the column with the cost element's names row and column headings shall appear on each page of the printout. The offeror's name, Government solicitation number and date of submission are also to be shown on each page.

L.3.4.4.1 Direct Labor Hours: For each of the five task orders, show direct labor hours by the appropriate direct labor category/categories you propose. Include supporting documentation showing the development and rationale for the proposed hours. Show the total proposed direct labor costs. Support that the proposed labor category/categories is/are appropriate for the task requirements. Provide a description of specific education and experience requirements for any proposed labor categories.

L.3.4.4.2 Other Direct Costs: List all other costs which are not otherwise included in the categories described above (such as, computer and consultant services) and provide the basis for pricing.

L.3.4.4.3 Indirect Costs: The method of computation and application of indirect costs will provide a basis for evaluation of the reasonableness of proposed rates and rates used. Provide details of the expense pools and allocation bases verifiable to the offerors business plan and supporting data. Show the proposed amounts for burden(s), including fringe benefits, if appropriate. The proposed material overhead, if appropriate, should be shown separately. For General and Administrative (G&A) costs, show the proposed allocation base and proposed G&A amount. If the award of one or more of the task orders will have a significant impact upon the offeror's business volume, the effects of those changes upon the pool and bases are to be identified and discussed.

L.3.4.4.4 Facilities Capital Cost of Money: If an offeror elects to claim Facilities Capital Cost of Money (FCCM) as an allowable cost, the offeror must show the calculation of the proposed amounts. A breakdown of the net book value of land, buildings and equipment must be included in the proposal. Show the Treasury Rate used to develop the amount.

L.3.4.4.5 Profit / Fee: The offeror shall identify the amount proposed for profit or fee for each of the task orders. Fee on Task Orders 2, 3 and 4 are subject to the limitations in FAR 15.404-4(c)(4).

L.3.4.4.6 Flow Down to Subcontractors: The offeror shall provide the cost/pricing data described in L.3.4.4.1 through L.3.4.4.5 for subcontracts for each of the 5 task orders.

L.3.4.5 Cost Accounting System: For purposes of IDIQ contract award the offerors are to provide evidence that their accounting system is capable of tracing and segregating cost data in sufficient detail to administer a cost-reimbursement-type contract. This evidence may include a letter from either DCMC or DCAA stating that the offeror has an acceptable accounting system for this type of contract. In those cases where the offeror does not currently have a DCMAO or DCAA approved accounting system, the offeror shall describe what action it has taken or intends to take to obtain DCMAO or DCAA approval of its accounting system prior to Contract award.

L.3.5 Volume IV: Small Business Participation Volume (Factor 3)

The offeror shall provide the Small Business Participation subfactor in writing labeled Small Business Participation Volume IV. The following Small Business Participation proposal submission instructions apply to every offeror (U.S. and non-U.S.), regardless of size status or locations of working facilities or headquarters. For proposal preparation and evaluation purposes, offeror Small Business Participation proposals shall be based upon the cumulative subcontracting proposed by the offeror for the five (5) Task Orders under the Technical Factor.

L.3.5.1 ALL offerors, including offerors who are themselves U.S. small business concerns based on the NAICS code assigned to this requirement, are to identify the extent to which U.S. small business concerns will be utilized as first-tier subcontractors in the performance of each of the task orders. U.S. small business concerns are defined (1) in FAR 19.001 and (2) by the criteria and size standards in FAR 19.102 for the applicable NAICS code. U.S. small business concerns include small businesses (SBs), small disadvantaged businesses (SDBs), woman-owned small businesses (WOSBs), HUBZone small businesses (HUBZone SBs), veteran-owned small businesses (VOSBs), service-disabled veteran-owned small businesses (SDVOSBs), and historically black colleges/universities and minority institutions (HBCUs/MIs).

L.3.5.2 If the prime offeror (to include any U.S. small business concerns who are proposing as part of a joint venture or teaming arrangement) is itself a U.S. small business concern, the offeror's own participation as a SB, SDB, WOSB, HUBZone SB, VOSB, SDVOSB, and/or HBCU/MI, will also be considered small business participation for the purpose of this evaluation. In this event, the extent of the prime Offeror participation as a U.S. small business concern shall be detailed in the same manner as subcontracts to first tier U.S. small business concerns.

L.3.5.3 Small Business Amounts: ALL offerors shall address anticipated U.S. small business concern participation and subcontracting based on the offeror receiving all five (5) task order awards. The offeror shall provide information for small business participation and subcontracting in a table format in accordance with the following example for the five task orders:

Name of Offeror or Contractor:

Cumulative numbers for all 5 Task Orders			
	<u>\$Amt All</u>	<u>% of SB</u>	
<u>Business Category</u>	<u>Subs</u>	<u>Participation</u>	<u>Total Subcontracting</u>
All (LB,SB,etc.)	\$43.00M	100.0%	
SB	\$16.34M	38.0%	(\$16.34M of \$43M)
SDB	\$ 2.36M	5.5%	(\$ 2.36M of \$43M)
WOSB	\$ 1.55M	3.6%	(\$ 1.55M of \$43M)
HUBZONE SB	\$ 1.08M	2.5%	(\$ 1.08M of \$43M)
VOSB	\$ 1.25M	2.9%	(\$ 1.25M of \$43M)
SDVOSB	\$ 1.46M	3.4%	(\$ 1.46M of \$43M)
HBCU/MI	\$ 0.38M	0.9%	(\$ 0.38M of \$43M)

Guidance for filling in the table:

Include 1st tier subcontractors only. Note that members of a joint venture may be considered the prime or the first tier subcontractors, depending on the legal form of the joint venture as defined in its agreement document.

If the prime offeror is a U.S. small business concern, detail the extent of the prime offeror participation as a U.S. small business concern in the same manner as subcontracts to first tier U.S. small business concerns.

Percentages should be rounded to the nearest tenth of a percent.

If a cost share arrangement is proposed, include subcontracting dollars for the proposed contract, not just for the government share of the contract.

Additional guidance for particular Business Categories:

For ALL (LB, SB, etc.): Include ALL subcontracting, e.g., large business, small business, educational institutions, non-profit organizations, etc., in the dollars on this line.

For SB: Include U.S. small business concerns from all categories (i.e. SB, SDB, WOSB, HUBZone SB, VOSB, SDVOSB, and HBCU/MI) in the dollars and percentage on this line. The SDB, WOSB, HUBZone SB, VOSB, SDVOSB, and HBCU/MI are subcategories of SB and the dollars in each of these may not add to match the total dollars in the SB line due to the following: In some cases the same dollars may be reported in more than one block (i.e., a \$10,000 subcontract to a small business owned by a woman who is a service disabled veteran should be entered on four rows: \$10,000 under SB, \$10,000 under WOSB, \$10,000 under VOSB, and \$10,000 under SDVOSB). Be sure that the dollars are counted in the SB line only once and not four times (not \$40,000). Note that the SB percentage is not simply a total of the percentages of each SB subcategory and must be calculated separately as shown in the chart.

For SDB: Include HBCU/MI dollars, if any, in the SDB dollars and percentage on this line.

For HUBZone SB: Include only SBA certified HubZone SBs. Note that this is different from some of the state HUB certifications.

If the prime offeror IS NOT a U.S. small business concern and must submit a Small Business Subcontracting Plan, in accordance with FAR 52.219-9, with this solicitation, the Small Business Subcontracting Plan shall be consistent with the offerors information provided in response to this paragraph.

L.3.5.4 Small Business List: ALL offerors shall provide the names of small business concerns (including the prime offeror if a small business concern) who would participate in the proposed five sample task orders; the small business classification of each U.S. small business concern (i.e. SB, SDB, WOSB, HUBZone SB, VOSB, SDVOSB, and/or HBCU/MI); a short description of the specific services, products, or components to be provided by each small business concern; the complexity of the work to be subcontracted; and the estimated total dollars for each service or product. This data shall be provided in a table format in accordance with the following example:

Year: Cumulative for all five task orders

Name of SB	SB Class	Description Service/Product	Complexity (L,M,H)	Total \$
ABC Co.	SB	Wire	Low	\$ 0.50M
ABC Co.	SB	Plating	Medium	\$ 0.75M
EFG Inc(Prime)	SB, WOSB,VOSB	Circuit Cards	High	\$ 1.20M

Guidance for filling in the table:

For SB Classifications(s): List all SB classifications that apply to each concern.

For Description of Service / Product: Provide enough information to substantiate the complexity level listed in the next column. Example: design and manufacture prototype widget vs. just widget.

L.3.5.5 Approach to meeting FAR 52.219-8. ALL offerors shall substantiate their proposed approach to meeting the requirement of FAR 52.219-8. Substantiation may include providing (1) a description of the offeror's performance, over the past three [3] calendar years, in complying with the requirements of FAR 52.219-8 (Note: if the offeror has not performed a contract over the past three [3] years, which included FAR 52.219-8, the offeror shall so state); (2) a description and available documentation of any methods or techniques used to promote small business participation; (3) any listings of U.S. small business concerns who are subcontracting candidates; (4) internal procedures used to monitor small business participation during contract performance; and/or (5) any other information substantiating that the offeror will satisfy the requirements of FAR 52.219-8.

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Name of Offeror or Contractor:

L.3.5.6 Compliance with FAR 52.219-9. In addition, offerors who ARE NOT U.S. small business concerns, as defined by the North American Industry Classification System (NAICS) code applicable to this solicitation, are to provide a description of their performance in complying with the requirements of FAR 52.219-9, including documentation of both their goals and their accomplishment of the goals established under subcontracting plans of prior contracts performed over the last three [3] calendar years. This documentation shall include Individual Subcontracting Reports (ISRs/DD Form 294s) which list both goals and accomplishments against individual or master plans. If over the last three years, the offeror reported accomplishments against commercial or comprehensive subcontracting plans in lieu of individual or master plans, the offeror shall submit the plans to document the goals and the Summary Subcontract Reports (SSRs/DDForm 295s) to document the accomplishments. (Note: if the offeror has not performed a contract over the past three [3] calendar years which included FAR 52.219-9, the offeror shall so state).

*** END OF NARRATIVE L0001 ***

U.S. Army Tank Automotive-Automotive Research, Development and Engineering Center (TARDEC)

SAMPLE Task Order No: 0005

1. Task Assignment Title: Convert Level II Developmental Design Package (3D CAD models & raster images) to Level III Product Technical Data Package (TDP - 3D CAD models & associated drawing in Pro/E, DXF and PDF).

2. Basic Contract Reference: C.5.2.3

3. Objective:

A Level III Product Technical Data Package (TDP) is required to support fabrication of a component used on the Stryker vehicle, Drawing Number 57K3403 (Distribution A). A Level III TDP will also be stored on Army Configuration Management Systems to establish the baseline for future Engineering Change Proposals and the lifecycle management of the system or its components. For purposes of estimating this sample task, source data to be provided by the government consists of drawing #57K3403, Stryker Tow Bar Accessory kit.

4. Statement of Work / Description of SAMPLE Task Order:

4.1 Description: The contractor shall convert Level II 3D Models provided by the Government in Pro/Engineering Wildfire 3.0 or greater file format, into Level III 3D models and associated 2D drawing packages. The Level II package for the sample task order will include one drawing. The Level III package shall be complete, accurate, fully defined, populated with proper metadata, contain all details, and be fully supportive of fabrication and machining for full rate production (fabrication and machining) of the modeled systems and subsystems, and of entry into the TARDEC Product Data Management System (PDM 8.0) for product configuration management purposes.

Level II as defined in 3.6.2.2 of MIL-DTL-31000C:

3.6.2.2 Developmental design drawings/models and associated lists.

Developmental design drawings/models and associated lists shall be prepared to provide sufficient data to support the analysis of a specific design approach and the fabrication of prototype materiel for test or experimentation. Data and lists required to present a design approach may vary from simple sketches to complex drawings, or may be a combination of both.

Level III as defined in 3.6.2.3 of MIL-DTL-31000C:

3.6.2.3 Product drawings/models and associated lists.

Product drawings/models and associated lists shall be prepared to provide the design, engineering, manufacturing, and quality assurance requirements information necessary to enable the procurement or manufacture of an item essentially identical to the original item. The product shall be defined to the extent necessary for a competent manufacturer to produce an item, which duplicates the physical, interface, and functional characteristics of the original product, without additional design engineering effort or recourse to the current design activity. Product data shall reflect the approved, tested, and accepted configuration of the defined delivered item.

4.2 Technical Data Package Elements: Product data package shall be delivered IAW requirements cited herein and;

a. DI-SESS-81000C (CDRL A011) Product Drawings/Models and Associated Lists

b. MIL-DTL-31000C, Detail Specification, Technical Data Packages

c. Technical Data Package:

- (i) Product Drawings and Associated List TDP Option Selection Worksheet
- (ii) Tailoring Checklist for Product Drawings and Documents (ASMEY14.100)
- (iii) Product Solid Models TDP Option Selection Worksheet
- (iv) Additional User-Defined Metadata Attributes to FMTV Metadata (part, assembly, and product structure metadata parameters)

4.3 Compliancy to Modeling and Design Standards: The final Level III TDP shall be IAW ASME Y14.1, ASME Y14.24, ASME Y14.34, ASMEY14.35, ASME Y14.38, ASME Y14.41, ASME Y14.5, ASME Y14.100, and the FMTV Design and Rapid Prototyping drawing and modeling best practices. FMTV drawing and modeling Best Practice, Start Files, Formats and Detail Files will be provided to contractor by the COR. Drawings shall be marked with the following statement: THIS DRAWING WAS GENERATED FROM A SOLID MODEL AND IS CAD MAINTAINED. CHANGES SHALL BE INCORPORATED BY THE CURRENT DESIGN ACTIVITY applied beneath the last entry of the revision history block area or above the title block. Quality Assurance Provisions (QAPs) and Quality Assurance Requirements (QARs) are not required for this sample task.

4.4 Product Data Metadata Attributes: All metadata (parameters, notes & annotations, weld symbols, material files, etc.) and dimensioning schemes shall be associative in 3D models and 2D drawings.

4.5 Solid Model Validation Checks: Contractor shall validate that all Level III 3D models and 2D Drawings are complete and accurate.

4.6 Deliverables:

4.6.1 3D models in Pro/E Wildfire 3.0 or later version.

4.6.2 Associated 2D in Pro/E Wildfire 3.0 or later version.

4.6.3 2D drawings in DXF.

4.6.4 2D drawings in PDF Version 8.0 or later.

4.6.5 A final report documenting the conversion of Level II to Level III TDP. Report shall include any noted deficiencies in source data, required corrective actions, and methods used for streamlining the production of the TDP. The Status Report (CDRL A010) is due by task order completion.

4.7 Meetings and Reports:

4.7.1 Within 15 days of task order award, the contractor shall conduct a start of work meeting to present their strategy for addressing this task order.

4.7.2 A weekly conference call shall be arranged by the contractor to discuss conversion progress. The date and time shall be arranged with the COR.

4.7.3 A final report along with the final Level III package shall be delivered 90 days from task order award.

5. ITEMS and DATA TO BE DELIVERED: See 4.6 & 4.7 above

6. SITE Location: Task order performance is to be conducted at contractor facility

7. TEST REQUIREMENTS: Not Applicable

8. PERIOD OF PERFORMANCE: 90 days after task order award.

9. TECHNICAL POC: To be identified at task order award

10. GOVERNMENT FURNISHED PROPERTY:

For purpose of estimating this task, the source data for this sample task provided by the government consists of drawing # 57K3403, Stryker Tow Bar Accessory kit.

11. SECURITY CLASSIFICATION: Unclassified